Panasonic

Thermal FAX with DECT

Operating Instructions

Model No. **KX-FC962HK**

Please read these operating instructions before using the unit and save for future reference.

This unit is compatible with Caller ID. To use this feature, you must subscribe to the appropriate service of your service provider.

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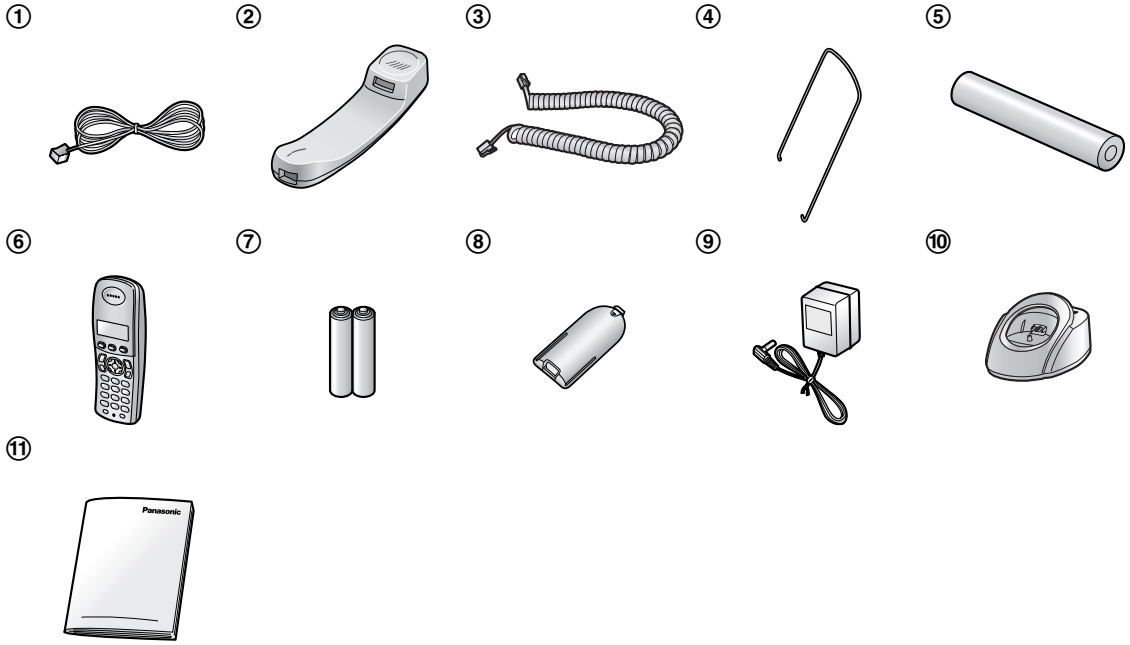
1.1 Included accessories

No.	Item	Quantity	Notes
①	Telephone line cord	1	----------
②	Handset	1	----------
③	Handset cord	1	----------
④	Paper stacker	1	----------
⑤	Recording paper (10 metres long)	1	----------
⑥	Cordless handset	1	----------
⑦	Rechargeable batteries	2	AAA (R03) size
⑧	Battery cover	1	----------
⑨	AC adaptor	1	Part number: PQLV200E*1
⑩	Charger	1	----------
⑪	Operating instructions	1	English
		1	Chinese

*1 Part numbers are subject to change without notice.



Note:

- If any items are missing or damaged, contact the place of purchase.
- Save the original carton and packing materials for future shipping and transportation of the unit.

1.2 Accessory information

1.2.1 Available accessories

Model No.	Item	Specifications/Usage
KX-A106	Standard thermal recording paper*1	216 mm × 30 m roll, with 25 mm core
KX-TCA121HK	Additional cordless handset	----------
KX-A272	DECT repeater	----------

*1 Use only the included or specified recording paper. Using other recording paper may affect print quality and/or cause excessive wear to the thermal head.

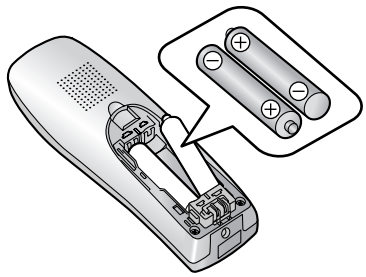
Note:

- When replacing the batteries, use only 2 rechargeable AAA-size nickel metal hydride (Ni-MH).

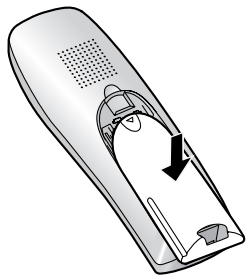
1.3 Battery installation / replacement

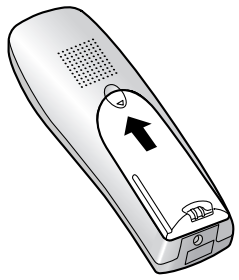
1.3.1 Installing the batteries

1 Insert the batteries negative (⊖) terminal first.



2 Close the battery cover.





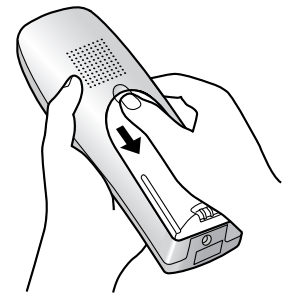
1.3.2 Replacing the batteries

If flashes even after the cordless handset batteries have been charged for 7 hours, the batteries must be replaced. **We recommend the use of Panasonic batteries.** See page 5 for accessory information.

Important:

- **Use only rechargeable batteries. If you install non-rechargeable batteries and start charging, the batteries may leak electrolyte.**
- **Do not mix old and new batteries.**

1 Press the notch on the battery cover firmly and slide it in the direction of the arrow.



2 Remove the old batteries positive (⊕) terminal first and install the new ones. See the battery installation procedure.

1.4 Connections

Important:

- **The unit will not function when there is a power failure. To make calls in emergency situations, you should connect a telephone that can function during a power failure to the telephone line.**

1.4.1 Base unit

① Paper stacker
- The paper stacker will drop to a lower angle after inserting into the base unit.
- The paper stacker may not be shown in all illustrations in these operating instructions.

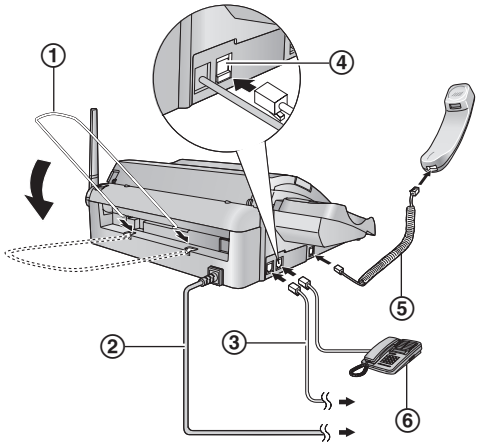
② Power cord
- Connect to the power outlet (220 V – 240V, 50/60 Hz).

③ Telephone line cord
- Connect to **[LINE]** jack and a single telephone line jack.

④ **[EXT]** jack
- Remove the stopper if attached.
- Use only to connect extension telephones for access to emergency services during power failure.

⑤ Handset cord

⑥ Extension telephone (not included)



Caution:

- **When you operate this product, the power outlet should be near the product and easily accessible.**
- **Be sure to use the telephone line cord included in this unit.**
- **Do not extend the telephone line cord.**
- **Keep the base unit away from walls as far as possible to prevent a recording paper jam.**

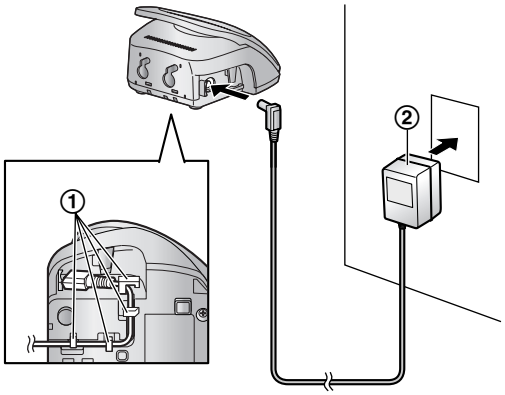
Note:

- Before you can make calls, the dialling mode setting may need to be changed (page 19).

1.4.2 Charger unit

① Hooks
- Fasten the AC adaptor cord to prevent it from being disconnected.

② AC adaptor
- Connect to the power outlet (220 V – 240 V, 50/60 Hz).

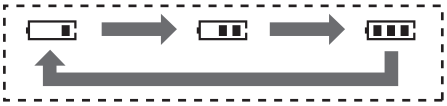


Caution:

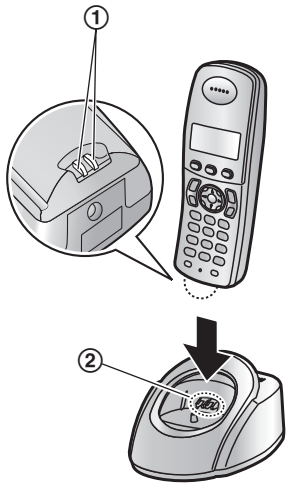
- **USE ONLY WITH the included Panasonic AC adaptor.**
- **The AC adaptor must remain connected at all times. (It is normal for the adaptor to feel warm during use.)**
- **The AC adaptor should be connected to a vertically oriented or floor-mounted AC outlet. Do not connect the AC adaptor to a ceiling-mounted AC outlet, as the weight of the adaptor may cause it to become disconnected.**

1.5 Battery charge

Place the cordless handset on the charger for about 7 hours before initial use.
When charging, the battery icon is shown as follows.



When the batteries are fully charged, remains on the display.



Note:

- Clean the cordless handset charge contacts (①) and the charger charge contacts (②) with a soft, dry cloth once a month, otherwise the battery may not charge properly. Clean more often if the unit is exposed to grease, dust or high humidity.

Battery strength

You can confirm the battery strength on the cordless handset display.

Battery icons	Battery strength
	High
	Medium
	Low ● When flashing: Needs to be charged

Note:

- If the cordless handset is turned OFF, it will be turned ON automatically when it is placed on the charger.
- If flashes when you lift the cordless handset off the charger, charge the batteries at least 15 minutes.

Battery life

After your Panasonic batteries are fully charged, you can expect the following performance:

Ni-MH Batteries (typical 700 mAh)

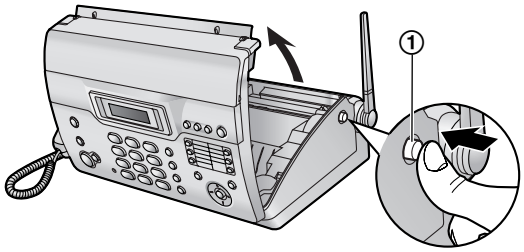
Operation	Operating Time
While in use (talking)	20 hours approx.
While not in use (standby)	170 hours approx.

Note:

- Actual battery performance depends on a combination of how often the cordless handset is in use (talking) and how often it is not in use (standby).
- Battery operating time may be shortened over time depending on usage conditions and ambient temperature.

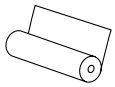
1.6 Recording paper

❶ Open the top cover by pressing the top cover release button (①).

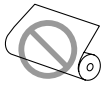


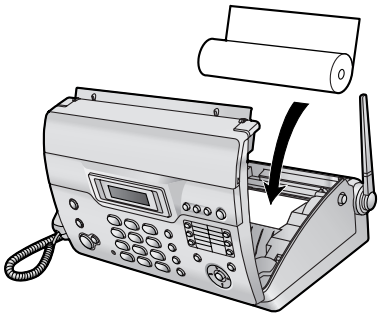
❷ Install the recording paper.

Correct

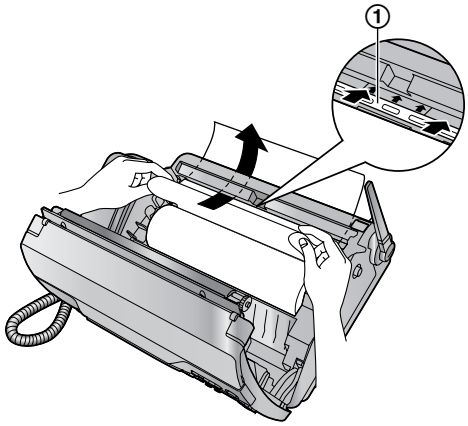


Incorrect

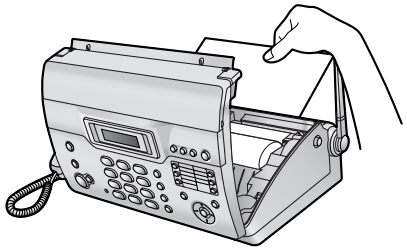




❸ Insert the leading edge of the paper into the opening above the thermal head (①).

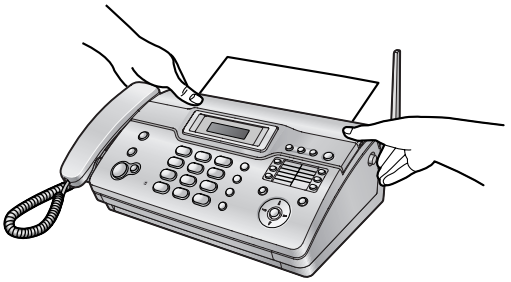


❹ Pull the paper out of the unit.

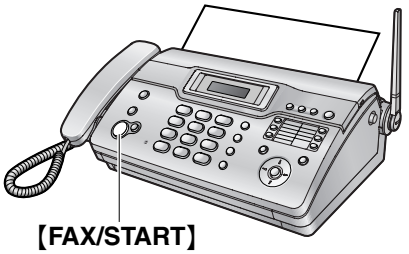


- Make sure that there is no slack in the paper roll.

❺ Close the top cover securely by pushing down on both sides.



❻ Press 【**FAX/START**】 to cut the paper.



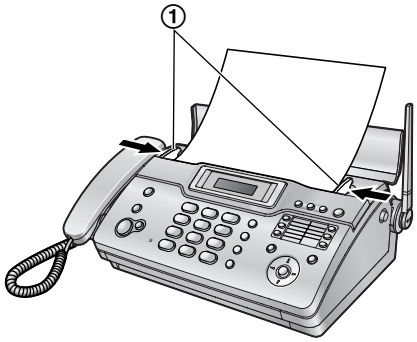
Note:

- If the paper is secured with glue or tape, cut approximately 15 cm from the beginning of the roll before installing it.
- When the power cord is connected, a message is printed each time the top cover is opened then closed. If the recording paper is installed upside down, the message will not be printed. Install the paper correctly.
- For accessory information, see page 5.

1.7 Fax sending / Copying

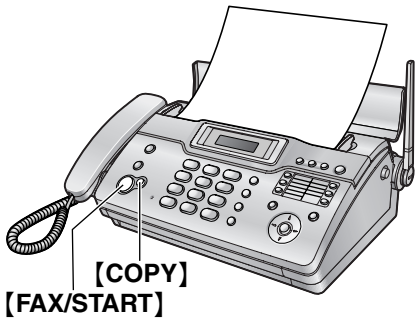
❶ Open the document feeder tray.

❷ Adjust the document guides (①), and insert the document FACE DOWN.



❸ **To send a fax:**
Dial the fax number and press **【FAX/START】**.

To make a copy:
Press **【COPY】**.

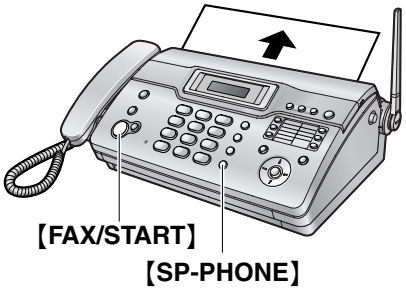


- For further details to send a fax, see page 40. For further details to make a copy, see page 53.

1.8 Fax receiving

❶ Lift the handset or press **【SP-PHONE】** to answer the call.

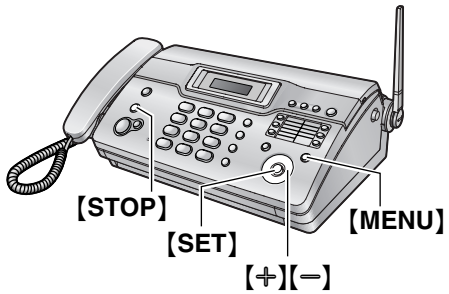
❷ To receive a fax document, press **【FAX/START】**.



- For further details, see page 47.
- **You can select how you want the unit to receive calls according to your needs (page 45).**

1.9 Answering machine

1.9.1 Recording your own greeting message

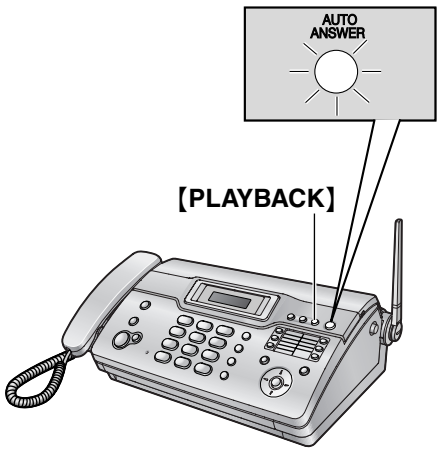


1. Press 【MENU】.
2. Press 【#】, then 【5】【5】.
3. Press 【+】 or 【—】 to select "RECORD".
4. Press 【SET】.
5. Lift the handset, then speak clearly after a long beep.
6. To stop recording, press 【STOP】.
7. Replace the handset.

- For further details, see page 54.

1.9.2 Listening to recorded messages

The display will show the total number of recorded messages.



When the 【AUTO ANSWER】 indicator flashes:

Press 【PLAYBACK】. New messages will be played.

When the 【AUTO ANSWER】 indicator is ON:

Press 【PLAYBACK】. All messages will be played.

- For further details, see page 55.

2.1 Important safety instructions

When using this unit, basic safety precautions should always be followed to reduce the risk of fire, electric shock, or personal injury.

1. Read and understand all instructions.
2. Follow all warnings and instructions marked on this unit.
3. Unplug this unit from power outlets before cleaning. Do not use liquid or aerosol cleaners.
4. Do not use this unit near water, for example near a bathtub, wash bowl, kitchen sink, etc.
5. Place the unit securely on a stable surface. Serious damage and/or injury may result if the unit falls.
6. Do not cover slots and openings on the unit. They are provided for ventilation and protection against overheating. Never place the unit near radiators, or in a place where proper ventilation is not provided.
7. Use only the power source marked on the unit. If you are not sure of the type of power supplied to your home, consult your dealer or local power company.
8. For safety purposes this unit is equipped with a grounded plug. If you do not have this type of outlet, please have one installed. Do not defeat this safety feature by tampering with the plug.
9. Do not place objects on the power cord. Install the unit where no one can step or trip on the cord.
10. Do not overload power outlets and extension cords. This can result in the risk of fire or electric shock.
11. Never push any objects through slots in this unit. This may result in the risk of fire or electric shock. Never spill any liquid on the unit.
12. To reduce the risk of electric shock, do not disassemble this unit. Take the unit to an authorised service centre when service is required. Opening or removing covers may expose you to dangerous voltage or other risks. Incorrect reassembly can cause electric shock when the unit is subsequently used.
13. Unplug this unit from power outlets and refer servicing to an authorised service centre when the following conditions occur:
    A. When the power cord is damaged or frayed.
    B. If liquid has been spilled into the unit.
    C. If the unit has been exposed to rain or water.
    D. If the unit does not work normally by following the operating instructions. Adjust only controls covered by the operating instructions. Improper adjustment may require extensive work by an authorised service centre.
    E. If the unit has been dropped or physically damaged.
    F. If the unit exhibits a distinct change in performance.
14. During thunderstorms, avoid using telephones except cordless types. There may be a remote risk of an electric shock from lightning.
15. Do not use this unit to report a gas leak, when in the vicinity of the leak.

SAVE THESE INSTRUCTIONS

CAUTION:

Installation

- Never install telephone wiring during a lightning storm.
- Never install telephone jacks in wet locations unless the jack is specifically designed for wet locations.
- Never touch uninsulated telephone wires or terminals unless the telephone line has been disconnected at the network interface.
- Use caution when installing or modifying telephone lines.
- Do not touch the plug with wet hands.
- This unit should not be used near emergency/intensive care medical equipment and should not be used by people with pacemakers.

Battery

To reduce the risk of fire or injury to persons, read and follow these instructions.

- Use only the battery(ies) specified.
- Do not dispose of the battery(ies) in a fire. They may explode. Check with local waste management codes for special disposal instructions.
- Do not open or mutilate the battery(ies). Released electrolyte is corrosive and may cause burns or injury to the eyes or skin. The electrolyte may be toxic if swallowed.
- Exercise care when handling the battery(ies). Do not allow conductive materials such as rings, bracelets or keys to touch the battery(ies), otherwise a short circuit may

cause the battery(ies) and/or the conductive material to overheat and cause burns.

- Charge the battery(ies) provided with or identified for use with this product only in accordance with the instructions and limitations specified in these operating instructions.
- Only use the included charger to charge the battery(ies). Do not tamper with the charger. Failure to follow these instructions may cause the battery(ies) to swell or explode.

WARNING:

- To prevent the risk of fire or electrical shock, do not expose this product to rain or any type of moisture.
- Unplug this unit from power outlets if it emits smoke, an abnormal smell or make unusual noise. These conditions can cause fire or electric shock. Confirm that smoke has stopped and contact an authorised service centre.

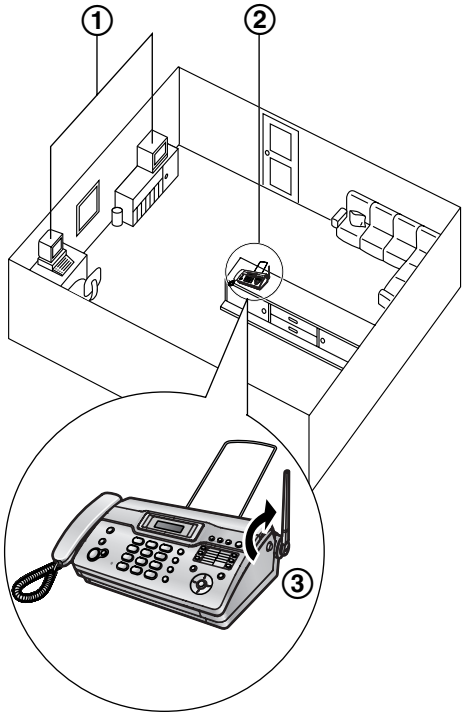
2.2 For best performance

Battery charge

- Place the cordless handset on the charger for about **7 hours** before initial use.
- For details, see page 8.

Operating distance and noise

- The base unit and cordless handset use radio waves to communicate with each other. **For maximum distance and noise-free operation,** we recommend the following:



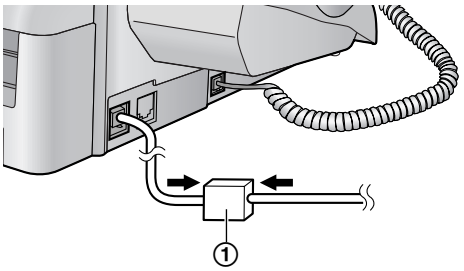
① Placing your base unit away from electrical appliances such as TVs, radios, personal computers or other phones.
② Placing the base unit in a HIGH and CENTRAL location with no obstructions such as walls.
③ Raising the antenna vertically.

Environment

- Keep the unit away from electrical noise generating devices, such as fluorescent lamps and motors.
- The unit should be kept free from dust, high temperature and vibration.
- The unit should not be exposed to direct sunlight.
- Do not place heavy objects on top of the unit.
- The unit should be kept away from heat sources such as heaters, kitchen stoves, etc. It should not be placed in rooms where the temperature is less than 5 °C or greater than 35 °C. Damp basements should also be avoided.

Connection

- If any other device is connected on the same line, this unit may disturb the network condition of the device.
- If you use the unit with a computer and your internet provider instructs you to install a filter (①), please connect the telephone line cord as follows.

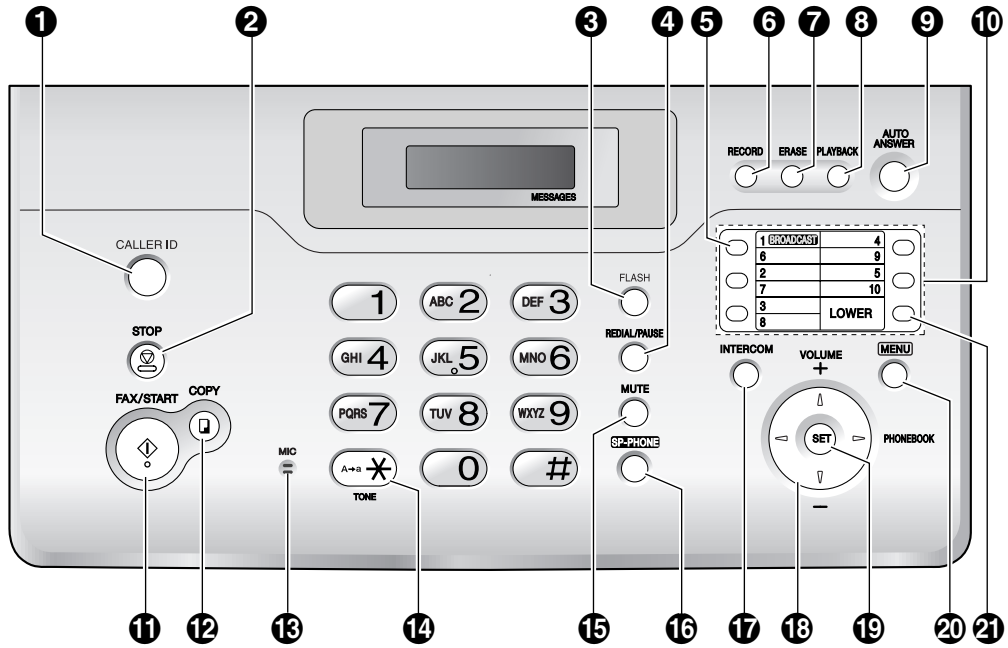


Routine care

- Wipe the outer surface of the unit with a soft cloth. Do not use benzine, thinner, or any abrasive powder.

3.1 Location of Controls

3.1.1 Base unit



❶【CALLER ID】
- To use Caller ID features (page 35, 36).

❷【STOP】
- To stop an operation or programming session.
- To erase a character/number (page 22). Press and hold to erase all characters/numbers.

❸【FLASH】
- To access special telephone services or for transferring extension calls.

❹【REDIAL/PAUSE】
- To redial the last number dialled from the base unit.
- To insert a pause during dialling.

❺【BROADCAST】
- To transmit a document to multiple parties (page 43).

❻【RECORD】
- To record a telephone conversation (page 27).

❼【ERASE】
- To erase messages (page 55).
- To erase a stored item (page 31, 32, 37).

❽【PLAYBACK】
- To play messages (page 55).

❾【AUTO ANSWER】
- To turn the auto answer setting ON/OFF (page 45).

❿ Station keys
- To use one-touch dial feature (page 31).

⓫【FAX/START】
- To start sending or receiving a fax.

⓬【COPY】
- To copy a document (page 53).

⓭【MIC】(Microphone)
- The built-in microphone.

⓮【TONE】
- To change from pulse to tone temporarily during dialling when your line has rotary pulse services.

⓯【MUTE】
- To mute your voice to the other party during a conversation. Press again to resume the conversation.

⓰【SP-PHONE】
- For speakerphone operation (page 25).

⓱【INTERCOM】
- To page the cordless handset (page 77).

⓲ Navigator/【VOLUME】【PHONEBOOK】
- To search for a stored item (page 30, 42).
- To select features or feature settings during programming (page 61).

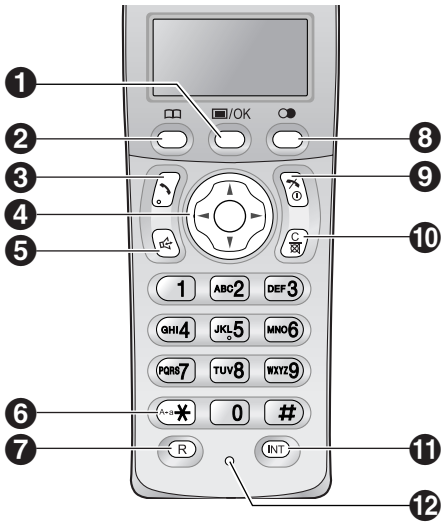
- To adjust volume (page 19).
- To access the phonebook (page 30).

⓳【SET】
- To store a setting during programming.

⓴【MENU】
- To initiate or exit programming.

㉑【LOWER】
- To select stations 6-10 for the one-touch dial feature (page 31, 38, 42).

3.1.2 Cordless handset



❶【/OK】(Menu/OK)
- To initiate programming.
- To store a setting during programming.
- To lock/unlock the cordless handset buttons (page 25).

❷【】(Phonebook)
- To access the phonebook (page 28).

❸【】(Talk)
- To make/answer calls (page 24, 26).

❹ Navigator
- To adjust volume (page 18).
- To search for a stored item (page 28).
- To select features or feature settings during programming.

❺【】(Speakerphone)
- For speakerphone operation (page 24).

❻【】(Tone)
- To change from pulse to tone temporarily during dialling when your line has rotary pulse services.

❼【R】(Flash)
- To access special telephone services or for transferring extension calls.

❽【】(Redial/Pause)
- To redial one of the last 10 numbers dialled from the cordless handset (page 24).
- To insert a pause during dialling.

❾【】(Off/Power)
- To turn power ON/OFF (page 18).
- To hang up (page 24, 26).
- To stop an operation or programming session.
- To exit programming.

❿【C/】(Clear/Mute)
- To erase a character/number (page 28). Press and hold to erase all characters/numbers.
- To mute your voice to the other party during a conversation. Press again to resume the conversation.

⓫【INT】(Intercom)
- To page the base unit or another cordless handset (page 77).

⓬ Microphone
- The built-in microphone.

Note:
- Up to 3 menu items can be displayed at a time. To select a menu item not shown on the current page, scroll up or down by pressing the navigator key, 【▲】 or 【▼】, respectively.

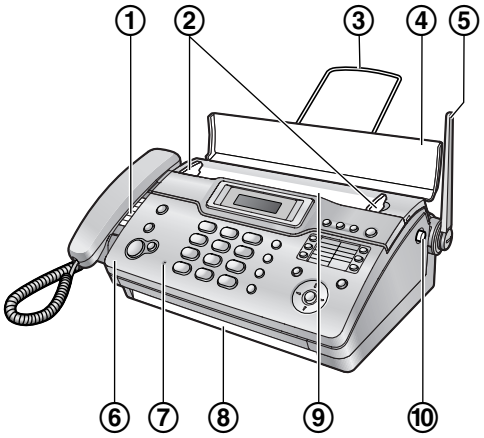
3.2 Display descriptions of the cordless handset

Display icons
Various icons appear on the cordless handset display to indicate the current status of the unit.

Display icon	Meaning
	Within range of a base unit ● When flashing: Cordless handset is searching for base unit (out of range of base unit, cordless handset is not registered to base unit, no power on base unit)
	Cordless handset is accessing base unit (intercom, paging, changing base unit settings, etc.)
	Cordless handset is on an outside call
	Call bar is ON (page 71)
	Answering system is on (page 49)
	Battery strength (page 8)
“[VE]”	Voice enhancer is set to high or low tone (page 25)
“[N]”	Night mode is ON (page 33)
“[X]”	Key lock is ON (page 25)
“[2]”	Cordless handset number: The left icon shows cordless handset 2 example (page 70)
“-2-”	Base unit number: The left icon shows base unit 2 example (page 70)
	New voice mail message received (voice mail users only; page 39)
[IN USE]	Line is being used by another unit

3.3 Overview

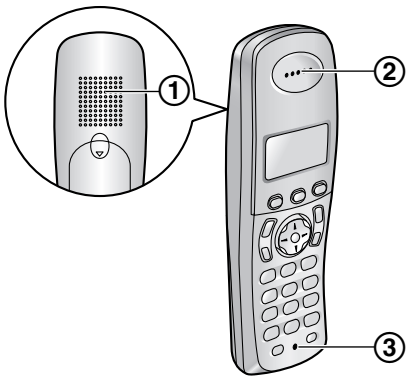
3.3.1 Base unit



① **Speaker**
② **Document guides**
③ **Paper stacker**
- The paper stacker may not be shown in all illustrations in these operating instructions.

④ **Document feeder tray**
⑤ **Antenna**
⑥ **Top cover**
⑦ **Microphone**
⑧ **Document exit**
⑨ **Document entrance**
⑩ **Top cover release button**

3.3.2 Cordless handset



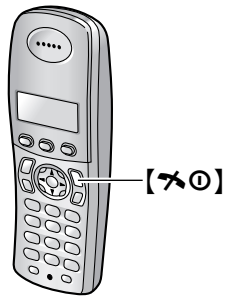
① **Speaker**
② **Receiver**
③ **Microphone**

3.4 Turning the cordless handset power ON/OFF

3.4.1 Power ON

Press 【⏻】 for about 1 second.

- The display will change to the standby mode.

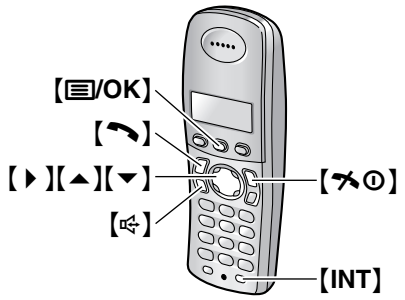


3.4.2 Power OFF

Press 【⏻】 for about 2 seconds.

- The display will go blank.

3.5 Adjusting cordless handset volume



Ringer volume

1. Press 【☰/OK】.
2. Select "**Handset Setup**", then press 【▶】.
3. Select "**Ringer Setup**", then press 【▶】.
4. Select "**Ringer Volume**", then press 【▶】.
5. Press 【▲】 or 【▼】 repeatedly to select the desired volume.
6. Press 【▶】.
7. Press 【⏻】.

Note:

- Alarms will sound and the cordless handset will ring for intercom calls and when paged even if the ringer is turned OFF.

Ring tone

You can select one of 15 ring tones for outside calls and intercom calls (page 70). Caller ID service users can also use a different ringer for each category (page 35).

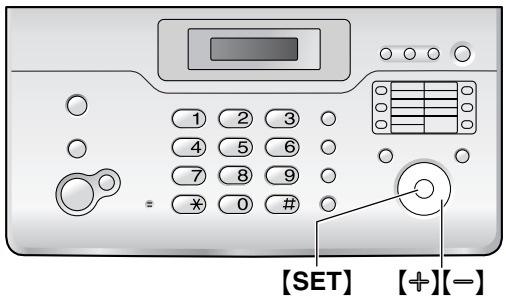
Receiver volume

While using 【📞】 or 【INT】, press 【▲】 or 【▼】.

Speaker volume

While using 【🔊】, press 【▲】 or 【▼】.

3.6 Adjusting base unit volume



Ringer volume

While the unit is idle, press 【+】 or 【−】.

- If any documents are in the document entrance, you cannot adjust the volume. Confirm that there are no documents in the entrance.

To turn the ringer OFF

1. Press 【−】 repeatedly to display "**RINGER OFF= OK?**".
2. Press 【SET】.

- When a call is received, the base unit will not ring for outside calls and will display "**INCOMING CALL**". The base unit will ring at the low level for intercom calls.
- To turn the ringer back ON, press 【+】.

Ringer type

- You can select the ringer types from one of 6 types for outside calls (feature #17 on page 62).

Handset receiver volume

While using the handset, press 【+】 or 【−】.

Speaker volume

While using the speakerphone, press 【+】 or 【−】.

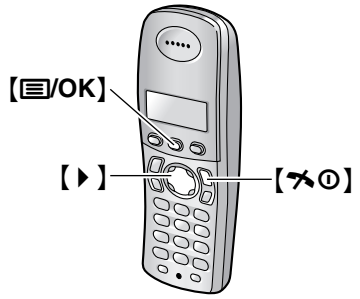
Answering machine volume

While listening to messages, press 【+】 or 【−】.

3.7 Dialling mode

If you cannot dial (page 24, 40), change this setting depending on your telephone line service.

3.7.1 With the cordless handset



1 Press 【OK】.

2 Select "**Base Unit Setup**", then press 【▶】.

3 Enter "**0000**" (default base unit PIN).
- If you changed the PIN, enter it (page 73).

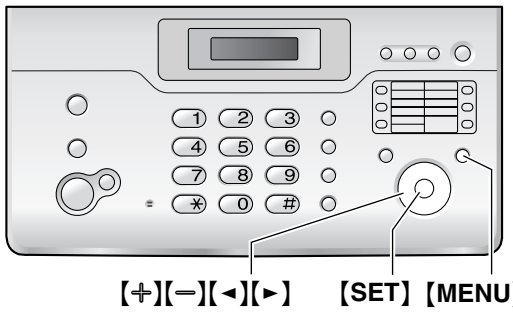
4 Select "**Call Options**", then press 【▶】.

5 Select "**Dial Mode**", then press 【▶】.

6 Select the desired setting, then press 【▶】.
- "**Tone**" (default): For tone dial service.
- "**Pulse**": For rotary pulse dial service.

7 Press 【】.

3.7.2 With the base unit



1 Press 【MENU】.

```
SYSTEM SETUP
    PRESS [◄ ►]
```

2 Press 【◄】 or 【►】 repeatedly to display the following.

```
DIALLING MODE
=TONE          [±]
```

3 Press 【+】 or 【−】 repeatedly to display the desired setting.
– "TONE" (default): For tone dial service.
– "PULSE": For rotary pulse dial service.

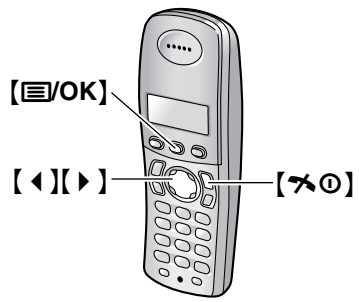
4 Press 【SET】.
- The next feature will be displayed.

5 Press 【MENU】.

3.8 Date and time

The date and time can be set using either the cordless handset or the base unit.
- The other party's fax machine will print the date and time on each page you send according to your unit's date and time setting.
- The accuracy of the clock is approximately ±60 seconds a month.
- The date and time may be lost after a power failure. In this case, set the date and time again.

3.8.1 With the cordless handset



Important:
- **Confirm that the power cord of the base unit is connected.**
- **Ensure that is not flashing.**

1 Press 【/OK】.

2 Select "Handset Setup", then press 【▶】.

3 Select "Time Settings", then press 【▶】.

4 Select "Set Date & Time", then press 【▶】.
- The cursor (▮) will appear on the display.

5 Enter the current date/month/year by selecting 2 digits for each.

Example: 10 August, 2005
Press 【1】【0】【0】【8】【0】【5】.

```
Date :10-08-05
Time :00:00
          *=12/24
```

6 Enter the current hour/minute by selecting 2 digits for each. Press 【*】 repeatedly to select "AM", "PM", or 24-hour time entry.
- When neither "AM" nor "PM" are displayed, 24-hour time entry is selected.

Example: 15:20 (24-hour time entry)
Press 【1】【5】【2】【0】.

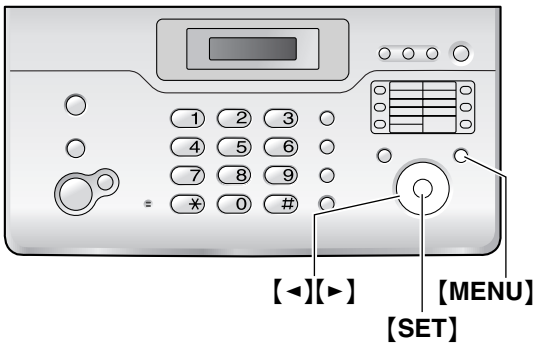
```
Date :10-08-05
Time :15:20
          *=12/24
```

7 Press 【/OK】.

8 Press 【】.

To correct a mistake
Press 【◀】 or 【▶】 to move the cursor to the incorrect number, and make the correction.

3.8.2 With the base unit



Important:
- **If is displayed on the base unit, either the date and time has not been set or the setting has been lost (due to a power failure, etc.). Set the date and time by pressing 【SET】, then follow from step 4 below.**

1 Press 【MENU】.

```
SYSTEM SETUP
    PRESS [◀ ▶]
```

2 Press 【◄】 or 【►】 repeatedly to display the following.

```
SET DATE & TIME
      PRESS SET
```

3 Press **【SET】**.
- The cursor (▮) will appear on the display.

```
D:01/M:01/Y:05
TIME: 00:00
```

4 Enter the current date/month/year by selecting 2 digits for each.
Example: 10 August, 2005
Press **【1】【0】【0】【8】【0】【5】**.

```
D:10/M:08/Y:05
TIME: 00:00
```

5 Enter the current hour/minute by selecting 2 digits for each. Press **【✳】** repeatedly to select **"AM"**, **"PM"**, or 24-hour time entry.
- When neither **"AM"** nor **"PM"** are displayed, 24-hour time entry is selected.

Example: 15:20 (24-hour time entry)
Press **【1】【5】【2】【0】**.

```
D:10/M:08/Y:05
TIME: 15:20
```

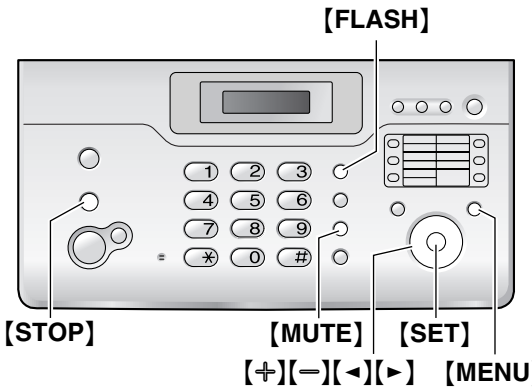
6 Press **【SET】**.
- If the next feature will be displayed, press **【MENU】**.

To correct a mistake

Press **【◄】** or **【►】** to move the cursor to the incorrect number, and make the correction.

3.9 Your logo

Your logo will be printed on the top of each page sent from your unit.
The logo can be your name or the name of your company.



1 Press **【MENU】**.

```
SYSTEM SETUP
   PRESS [◄ ►]
```

2 Press **【◄】** or **【►】** repeatedly to display the following.

```
YOUR LOGO
      PRESS SET
```

3 Press **【SET】**.
- The cursor (▮) will appear on the display.

```
LOGO=▮
```

4 Enter your logo, up to 30 characters. See the following character table for details.

5 Press **【SET】**.
- The next feature will be displayed.

6 Press **【MENU】**.

To select characters with the base unit dial keypad

Keypad	Characters
【1】	Space # & ' ( )
	* , − . / 1
【2】	A B C 2
	a b c 2
【3】	D E F 3
	d e f 3

Keypad	Characters
【4】	G H I 4
	g h i 4
【5】	J K L 5
	j k l 5
【6】	M N O 6
	m n o 6
【7】	P Q R S 7
	p q r s 7
【8】	T U V 8
	t u v 8
【9】	W X Y Z 9
	w x y z 9
【0】	Space 0
【✳】	To change uppercase or lowercase letter.
【FLASH】	To enter a hyphen.
【MUTE】	To insert a space.
【STOP】	To delete a digit.

Note:

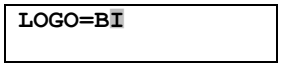
- To enter another character that is located on the same dial key, press 【►】 to move the cursor to the next space.

To enter your logo

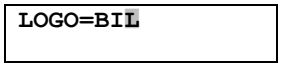
Example: "BILL"

1. Press 【2】 2 times.

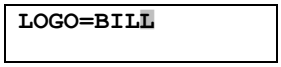
2. Press 【4】 3 times.



3. Press 【5】 3 times.



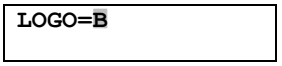
4. Press 【►】 to move the cursor to the next space and press 【5】 3 times.



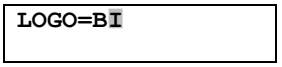
To change uppercase or lowercase letters

Pressing the 【✳】 button will change to uppercase or lowercase letters alternately.

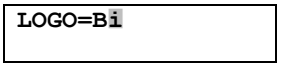
1. Press 【2】 2 times.



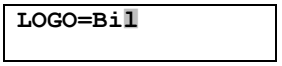
2. Press 【4】 3 times.



3. Press 【✳】.



4. Press 【5】 3 times.



To correct a mistake

1. Press 【◄】 or 【►】 to move the cursor to the incorrect character.
2. Press 【STOP】.
   - To erase all characters, press and hold 【STOP】.
3. Enter the correct character.

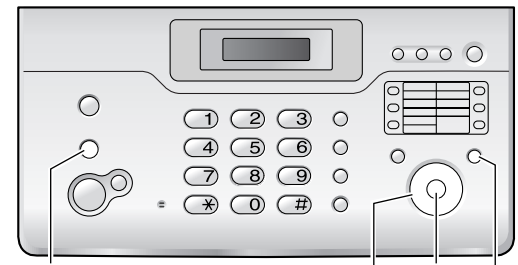
To select characters using 【╪】 or 【—】

Instead of pressing the dial keys, you can select characters using 【╪】 or 【—】.

1. Press 【—】 repeatedly to display the desired character. Characters will be displayed in the following order:
   ① Uppercase letters
   ② Number
   ③ Symbol
   ④ Lowercase letters
   - If you press 【╪】, the order will be reversed.
2. Press 【►】 to insert the character.
3. Return to step 1 to enter the next character.

3.10 Your fax number

Your fax number will be printed on the top of each page sent from your unit.



1 Press **【MENU】**.

```
SYSTEM SETUP
    PRESS [◄ ►]
```

2 Press **【◄】** or **【►】** repeatedly to display the following.

```
YOUR FAX NO.
      PRESS SET
```

3 Press **【SET】**.
- The cursor (▮) will appear on the display.

```
NO.=▮
```

4 Enter your fax number, up to 20 digits.

Example:
```
NO.=1234567▮
```

5 Press **【SET】**.
- The next feature will be displayed.

6 Press **【MENU】**.

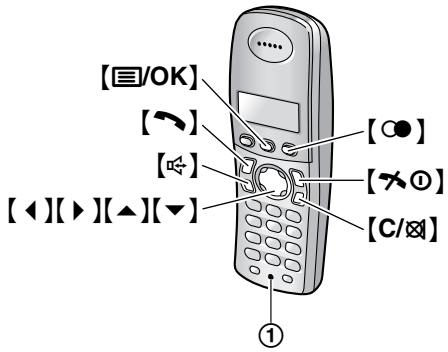
Note:
- The **【✳】** button enters a “+” and the **【#】** button enters a space.
  Example: +234 5678
  Press **【✳】【2】【3】【4】【#】【5】【6】【7】【8】**.

To correct a mistake

1. Press **【◄】** or **【►】** to move the cursor to the incorrect number.
2. Press **【STOP】**.
   - To erase all numbers, press and hold **【STOP】**.
3. Enter the correct number.

4.1 Making phone calls

4.1.1 With the cordless handset



1 Lift the cordless handset and press 【】 or 【】.

2 Dial the telephone number.

3 When finished talking, press 【】 or place the cordless handset on the charger.

Speakerphone operation

- For best performance, please note the following:
  - Talk into the microphone (①).
  - Use the speakerphone in a quiet environment.
  - Speak alternately with the caller.
  - If you or the other party have difficulty hearing each other, press 【】 or 【】 repeatedly to adjust the speaker volume as necessary.
- While talking using 【】, you can switch to a speakerphone conversation by pressing 【】. To switch back, press 【】.

To redial the last number dialled from the cordless handset

Press 【】 or 【】, then press 【】.

To redial automatically

Press 【】, then press 【】.

- If the line is busy, the unit will automatically redial the number up to 11 times. While the cordless handset is waiting to redial, 【】 will flash. While the cordless handset is redialling, mute is automatically turned ON.

Note:

- If mute does not turn OFF after the line is connected, press 【C/】.

To make a call using the redial list

The last 10 telephone numbers dialled from the cordless handset are stored in the redial list.

1. Press 【】.
   - The last number dialled will be displayed.
2. Press 【】 or 【】 repeatedly to select the desired number.
   - To exit the list, press 【】.
3. Press 【】 or 【】.
   - If 【】 is pressed, the unit will redial automatically if the other party's line is engaged.

To edit a number in the redial list before calling it

1. Press 【】.
2. Press 【】 or 【】 repeatedly to select the desired number, then press 【/OK】.
3. Select "**Edit and Call**", then press 【】.
4. Press 【】 or 【】 to move the cursor, then edit the number.
   - Place the cursor on the number you wish to erase, then press 【C/】.
   - Place the cursor to the right of where you want to insert a number, then make the correction.
5. Press 【】 or 【】.

To erase numbers in the redial list

1. Press 【】.
2. Press 【】 or 【】 repeatedly to select the desired number, then press 【/OK】.
3. Select "**Erase**", then press 【】.
   - If you want to erase all numbers in the list, select "**Erase All**", then press 【】.
4. Select "**Yes**", then press 【】.
5. Press 【】.

To store a number from the redial list into the cordless handset phonebook

1. Press 【】.
2. Press 【】 or 【】 repeatedly to select the desired number, then press 【/OK】.
3. Select "**Add Phonebook**", then press 【】.
4. Enter a name, up to 16 characters (see page 81 for character entry), then press 【/OK】.
5. Edit the phone number if necessary, then press 【/OK】.
6. Select the desired category (page 35), then press 【】.

7. Select "**Save**", then press 【▶】.
8. Press 【↶⏻】.

Voice enhancer

You can change the tone quality of the receiver while you are on a call. 3 settings are available.

1. Press 【☰/OK】 during a call.
2. Select "**Voice Enhancer**", then press 【▶】.
3. Select the desired setting, then press 【▶】.

Note:

- If you select "**High Tone**" or "**Low Tone**", "**[VE]**" is displayed.

Mute

You can mute your voice during a conversation. While mute is turned ON, you will be able to hear the other party, but the other party will not be able to hear you.

1. To mute your voice, press 【C/⊠】.
2. To return to the conversation, press 【C/⊠】 again.

Key lock

The cordless handset can be locked so that no calls or settings can be made. Incoming calls can be answered, but all other functions are disabled while key lock is ON. Emergency calls (page 73) cannot be made until key lock is turned OFF.

To turn key lock ON, press 【☰/OK】 for about 2 seconds.

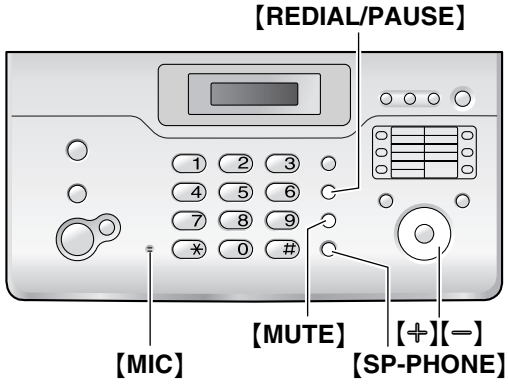
- "**[X]**" is displayed.

To turn key lock OFF, press 【☰/OK】 for about 2 seconds.

Note:

- Key lock is turned OFF when the cordless handset is turned OFF.

4.1.2 With the base unit



1 Lift the handset or press 【SP-PHONE】.

2 Dial the telephone number.

3 When finished talking, replace the handset or press 【SP-PHONE】.

Speakerphone operation

- For best performance, please note the following:
  - Talk into 【MIC】 (microphone).
  - Use the speakerphone in a quiet environment.
  - Speak alternately with the caller.
  - If you or the other party have difficulty hearing each other, press 【+】 or 【−】 repeatedly to adjust the speaker volume as necessary.
- While talking using the handset, you can switch to a speakerphone conversation by pressing 【SP-PHONE】, then replace the handset. To switch back, lift the handset.

To redial the last number dialled from the base unit

Press 【SP-PHONE】, then press 【REDIAL/PAUSE】.

To redial automatically

Press 【SP-PHONE】, then press 【REDIAL/PAUSE】.

- If the line is busy, the unit will automatically redial the number up to 11 times. While the base unit is redialling, mute is automatically turned ON.

Note:

- If mute does not turn OFF after the line is connected, press 【MUTE】.

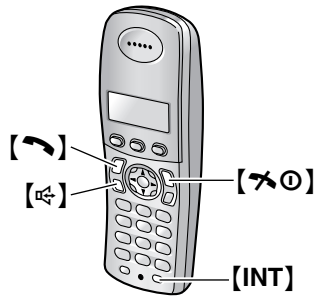
Mute

You can mute your voice during a conversation. While mute is turned ON, you will be able to hear the other party, but the other party will not be able to hear you.

1. To mute your voice, press 【MUTE】.
2. To return to the conversation, press 【MUTE】 again.

4.2 Answering phone calls

4.2.1 With the cordless handset



1 Lift the cordless handset and press 【】 or 【】 when the unit rings.

2 When finished talking, press 【】 or place the cordless handset on the charger.

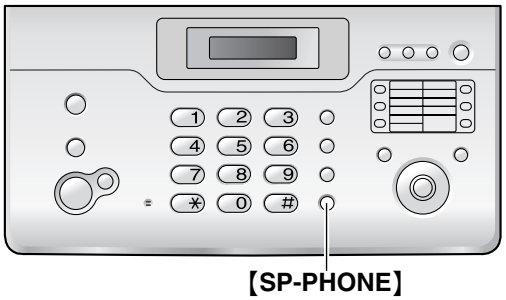
Note:

- You can also answer a call by pressing any dial key from **【0】** to **【9】**, **【✳】**, **【#】**, or **【INT】**. **(Any key answer feature)**

Auto talk feature

You can answer calls simply by lifting the cordless handset off the charger. You do not need to press 【】. To turn this feature ON, see page 71.

4.2.2 With the base unit



1 Lift the handset or press **【SP-PHONE】** when the unit rings.

2 When finished talking, replace the handset or press **【SP-PHONE】**.

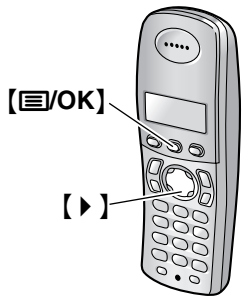
4.3 Recording a telephone conversation

You can record a telephone conversation. Recorded conversations are treated as new messages. To listen to the recorded conversation, see page 55, 56.

Note:

- There may be legal restrictions on recording two-way telephone conversations. Inform the other party that the conversation is being recorded.

4.3.1 With the cordless handset



1 Press 【▤/OK】 during a conversation.

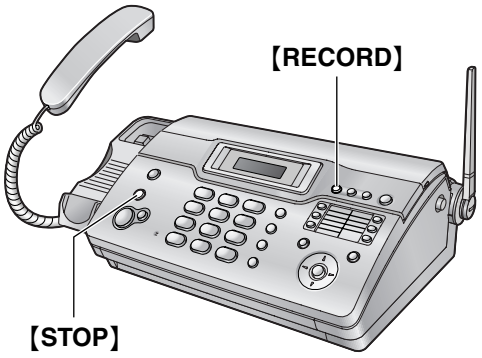
2 Select "**Record Call**", then press 【▶】.
- A beep is heard and recording starts.
- A beep sounds every 15 seconds and can be heard by the other party.

3 To stop recording, press 【▤/OK】.

Note:

- While recording a conversation, you cannot change the tone quality of the cordless handset.

4.3.2 With the base unit



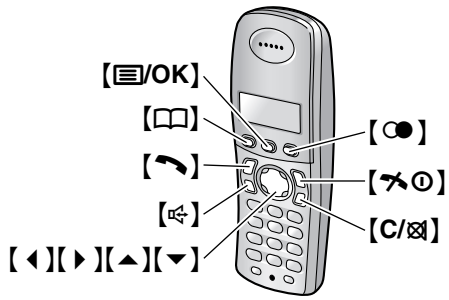
1 Press 【RECORD】 during a conversation.

2 To stop recording, press 【STOP】.

4.4 Cordless handset phonebook

The cordless handset phonebook allows you to make calls without having to dial manually. You can add 200 names and phone numbers to the phonebook, assign each phonebook item to the desired category, and search for phonebook items by name or category.
When the system has additional cordless handsets (page 75), each cordless handset can have its own phonebook. You can copy phonebook items between two cordless handsets (page 80).

- The base unit has its own individual phonebook (page 30).



4.4.1 Storing phonebook items

1 Press 【📖】, then press 【☰/OK】.

2 Select "**New Entry**", then press 【▶】.

3 Enter the name, up to 16 characters (see page 81 for character entry), then press 【☰/OK】.

4 Enter the telephone number, up to 24 digits, then press 【☰/OK】.

5 Select the desired category for the item, then select 【▶】.

- Caller ID service users can use additional private category features (page 35).
- You can search for cordless handset phonebook items by category (page 29).
- You can change the category names (page 28).

6 Select "**Save**", then press 【▶】.

- To program other items, repeat steps 3 to 6.

7 Press 【⏻】.

Note:

- If there is no space to store new items, "**Memory Full**" will be displayed. Erase unnecessary items (page 29).

To correct a mistake

1. Press 【◀】 or 【▶】 to move the cursor to the incorrect character/number.
2. Press 【C/⌫】.
   - To erase all characters/numbers, press and hold 【C/⌫】.
3. Enter the correct character/number.

4.4.2 Categories

Categories can help you find items in the cordless handset phonebook quickly and easily. When adding an item to the cordless handset phonebook you can assign it to the desired category. You can change the names of categories assigned for cordless handset phonebook items ("Friends", "Family", etc.) and then search for phonebook items by category. Additional category features are available for Caller ID users (page 35).

To change category names

1. Press 【📖】, then press 【☰/OK】.
2. Select "**Category**", then press 【▶】.
3. Select the category you want to change the name of, then press 【▶】.
4. Select "**Category Name**", then press 【▶】.
5. Edit the name, up to 10 characters (see page 81 for character entry), then press 【☰/OK】.
6. Press 【⏻】.

4.4.3 Making a phone call using the phonebook

Before using this feature, store the desired names and telephone numbers in the cordless handset phonebook (page 28).

1 Press 【📖】.

2 Press 【▲】 or 【▼】 repeatedly to display the desired item.

- To search by first character (index search), see page 29. To search by category, see page 29.

3 Press 【📞】 or 【🔇】.

- The cordless handset will start dialling automatically.

To search for a name by first character (index search)

1. Press [📖], then press [●].
2. Select "**Index Search**", then press [▶].
3. Select the character entry mode that contains the character you are searching for, and press [▶].
4. Press the dial key ([0] to [9]) which contains the character you are searching for (page 81).
   - Press the same dial key repeatedly to display the first item corresponding to each letter located on that dial key.
   - If there is no item corresponding to the letter you selected, the next item will be displayed.
5. Press [▼] repeatedly to display the desired item.

To search for a name by category

1. Press [📖], then press [●].
2. Select "**Category Search**", then press [▶].
3. Select the category you want to search, then press [▶].
   - The first item in that category is displayed.
   - If you select "**All**", the unit will end the category search.
4. Press [▼] repeatedly to display the desired item.

4.4.4 Editing a stored item

1 Press [📖].

2 Press [▲] or [▼] repeatedly to display the desired item.
   - To search by first character (index search), see page 29. To search by category, see page 29.

3 Press [☰/OK].

4 Select "**Edit**", then press [▶].
   - If you do not need to edit the name, skip to step 6.

5 Edit the name. For further details, see the storing procedure on page 28.

6 Press [☰/OK].
   - If you do not need to edit the telephone number, skip to step 8.

7 Edit the telephone number. For further details, see the storing procedure on page 28.

8 Press [☰/OK].

9 Select the desired category for the item, then press [▶].

10 Select "**Save**", then press [▶].
   - To edit other items, repeat steps 2 to 10.

11 Press [⏻].

4.4.5 Erasing stored items

To erase an item

1 Press [📖].

2 Press [▲] or [▼] repeatedly to display the desired item.
   - To search by first character (index search), see page 29. To search by category, see page 29.

3 Press [☰/OK].

4 Select "**Erase**", then press [▶].

5 Select "**Yes**".
   - To cancel erasing, press [⏻].

6 Press [▶].

7 Press [⏻].

To erase all items

1 Press [📖], then press [☰/OK].

2 Select "**Erase All**", then press [▶].

3 Select "**Yes**", then press [▶].

4 Select "**Yes**" again, then press [▶].

5 Press [⏻].

4.4.6 Chain dial

This feature allows you to dial phone numbers in the cordless handset phonebook while you are on a call. This feature can be used, for example, to dial a calling card access number or bank account PIN that you have stored in the cordless handset phonebook, without having to dial manually.

1 During a phone call, press [📖].

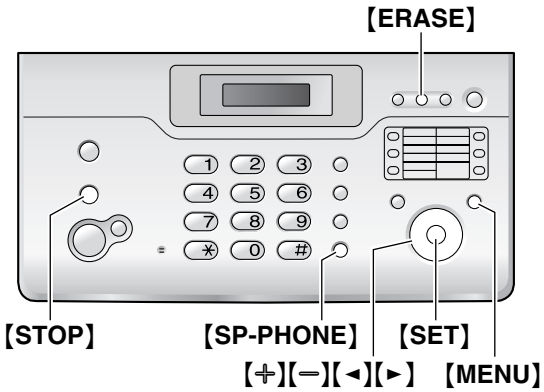
2 Press [▲] or [▼] repeatedly to select the desired item.
   - To search by first character (index search), see page 29. To search by category, see page 29.

3 Press [▶] to dial the number.

4.5 Base unit phonebook

The base unit phonebook allows you to make calls without having to dial manually. You can store 100 names and telephone numbers to the phonebook.

- You can also send faxes using the base unit phonebook (page 42).
- The cordless handset has its own individual phonebook (page 28).



4.5.1 Storing phonebook items

1 Press 【MENU】 repeatedly to display "PHONEBOOK SET".

2 Press 【►】.
- The display shows the number of available items in the phonebook briefly.

3 Enter the name, up to 16 characters (see page 21 for instructions).

4 Press 【SET】.

5 Enter the telephone number, up to 24 digits.

6 Press 【SET】.
- To program other items, repeat steps 3 to 6.

7 Press 【MENU】.

Helpful hints:

- You can confirm the stored items by printing the telephone number list (page 97).

To correct a mistake

1. Press 【◄】 or 【►】 to move the cursor to the incorrect character/number.
2. Press 【STOP】.
   - To erase all characters/numbers, press and hold 【STOP】.
3. Enter the correct character/number.

4.5.2 Making a phone call using the phonebook

Before using this feature, store the desired names and telephone numbers in the base unit phonebook (page 30).

1 Press 【►】.

2 Press 【+】 or 【−】 repeatedly to display the desired item.

3 Lift the handset or press 【SP-PHONE】.
- The base unit will start dialling automatically.

To search for a name by initial
Example: "LISA"

1. Press 【►】.
2. Press 【+】 or 【−】 to enter the phonebook.
3. Press 【5】 repeatedly to display any name with the initial "L" (see the character table, page 21).
   - To search for symbols (not letters or numbers), press 【1】.
4. Press 【−】 repeatedly to display "LISA".
   - To stop the search, press 【STOP】.
   - To dial the displayed party, lift the handset or press 【SP-PHONE】.

4.5.3 Editing a stored item

1 Press 【►】.

2 Press 【+】 or 【−】 repeatedly to display the desired item.

3 Press 【MENU】.

4 Press 【✳】.
- If you do not need to edit the name, skip to step 6.

5 Edit the name. For further details, see the storing procedure on page 30.

6 Press 【SET】.
- If you do not need to edit the telephone number, skip to step 8.

7 Edit the telephone number. For further details, see the storing procedure on page 30.

8 Press 【SET】.

4.5.4 Erasing a stored item

1 Press 【►】.

2 Press 【+】 or 【−】 repeatedly to display the desired item.

3 Press 【MENU】.

4 Press 【#】.
- To cancel erasing, press 【STOP】.

5 Press 【SET】.

Another method to erase a stored item

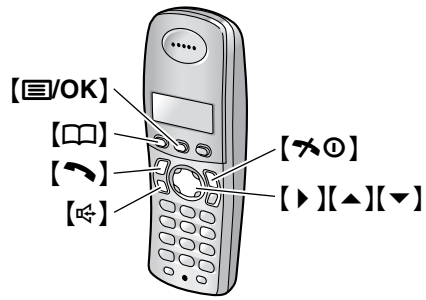
1. Press 【►】.
2. Press 【+】 or 【—】 repeatedly to display the desired item.
3. Press 【ERASE】.
4. Press 【SET】.

4.6 One-touch dial feature

For rapid access to frequently dialled numbers, the unit provides the one-touch dial feature.

4.6.1 Cordless handset:

Cordless handset dial keys 【1】 to 【9】 can each be used as a one touch dial, allowing you to dial a number from the cordless handset phonebook by simply pressing a dial key.



To assign an item to a one touch dial key

1. Press 【C】.
2. Press 【▲】 or 【▼】 repeatedly to select the desired item.
   - To search by first character (index search), see page 29. To search by category, see page 29.
3. Press 【MENU/OK】.
4. Select "**One Touch Dial**", then press 【▼】.
5. Press 【▲】 or 【▼】 to select the desired dial key number, then press 【▼】.
   - When the dial key is already used as a one touch dial key, "*" is displayed next to the dial key number. If you select this dial key, "**Overwrite**" is displayed. You can overwrite the previous assignment if necessary.
   - If you do not wish to overwrite, select "**Go Back**".
6. Select "**Save**", then press 【▼】.
7. Press 【OFF】.

To make a call using a one touch dial key

1. Press and hold the desired one touch dial key (【1】 to 【9】).
   - You can view other one touch dial assignments by pressing 【▲】 or 【▼】.
2. Press 【SP-PHONE】 or 【HEADSET】.

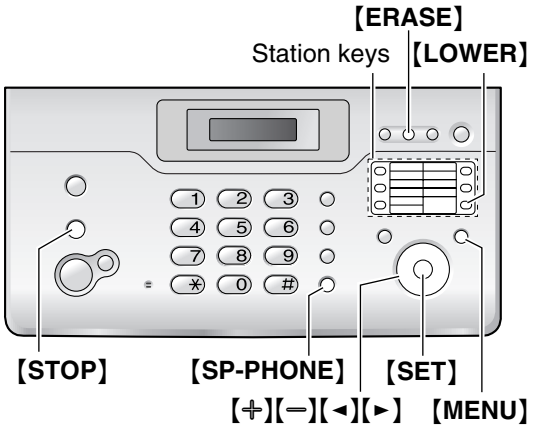
To erase a one touch dial assignment

1. Press and hold the desired one touch dial key (【1】 to 【9】).
2. Press 【MENU/OK】, then press 【▼】.
3. Select "**Yes**", then press 【▼】.

Note:
- The number erased from a one touch dial key will not be deleted from the phonebook. To erase from the phonebook, see page 29.

4.6.2 Base unit:

- You can also send faxes using the one-touch dial feature (page 42).



Storing one-touch dial items

1. Press 【MENU】 repeatedly to display "**PHONEBOOK SET**".

2. Select the desired station key.

   For station 1:

   Press station 1, press 【+】 or 【—】 repeatedly to select "DIAL MODE", then press 【SET】.

   For stations 2–5:

   Press one of the station keys.

   For stations 6–10:

   Press 【LOWER】, then press one of the station keys.
3. Enter the name, up to 16 characters (see page 21 for instructions).
4. Press 【SET】.
5. Enter the telephone number, up to 24 digits.
6. Press 【SET】.
   - To program other items, repeat steps 2 to 6.
7. Press 【STOP】.

To correct a mistake

1. Press 【◄】 or 【►】 to move the cursor to the incorrect character/number.
2. Press 【STOP】.
   - To erase all characters/numbers, press and hold 【STOP】.
3. Enter the correct character/number.

Making phone calls using the one-touch dial

Before using this feature, store the desired names and telephone numbers for the one-touch dial feature.

1. Lift the handset or press 【SP-PHONE】.
2. Select the desired station key.

   For stations 1–5:

   Press the desired station key.

   For stations 6–10:

   Press 【LOWER】, then press the desired station key.

   - The unit will start dialling automatically.

Editing a stored item

1. Press 【►】.
2. Press 【+】 or 【—】 repeatedly to display the desired item.
3. Press 【MENU】.
4. Press 【✳】.
   - If you do not need to edit the name, skip to step 6.
5. Edit the name. For further details, see the storing procedure on page 31.
6. Press 【SET】.
   - If you do not need to edit the telephone number, skip to step 8.
7. Edit the telephone number. For further details, see the storing procedure on page 31.
8. Press 【SET】.

Erasing a stored item

1. Press 【►】.
2. Press 【+】 or 【—】 repeatedly to display the desired item.
3. Press 【MENU】.
4. Press 【#】.
   - To cancel erasing, press 【STOP】.
5. Press 【SET】.

Another method to erase a stored item

1. Press 【►】.
2. Press 【+】 or 【—】 repeatedly to display the desired item.
3. Press 【ERASE】.
4. Press 【SET】.

4.7 Night mode

Night mode allows you to select a block of time during which the unit will not ring for outside calls. This feature is useful for times when you do not want to be disturbed, for example, while sleeping.

Using the cordless handset phonebook's category feature (page 35), you can also select categories of callers whose calls will override night mode and ring the cordless handset (Caller ID users only).

Set the date and time beforehand (page 20).

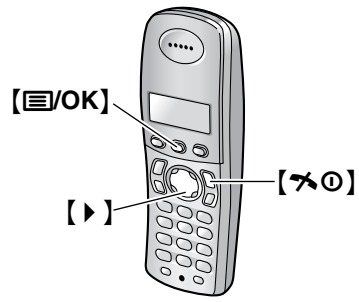
Important:

- **We recommend you to use this feature in TEL mode. Using this feature in other modes (TAM/FAX, FAX ONLY or TEL/FAX mode), the ring delay setting may not function properly.**

Note:

- Night mode can be set for the base unit and the cordless handset separately.

4.7.1 Cordless handset:



Setting night mode ON/OFF

1. Press 【☰/OK】.
2. Select "**Handset Setup**", then press 【▶】.
3. Select "**Ringer Setup**", then press 【▶】.
4. Select "**Night Mode**", then press 【▶】.
5. Select "**On/Off**", then press 【▶】.
6. Select "**On**" or "**Off**" (default), then press 【▶】.
7. Press 【✂⏻】.

Note:

- When the night mode is turned ON, "**[N]**" is displayed.

Setting the start and end time for night mode

1. Press 【☰/OK】.
2. Select "**Handset Setup**", then press 【▶】.
3. Select "**Ringer Setup**", then press 【▶】.
4. Select "**Night Mode**", then press 【▶】.
5. Select "**Start/End**", then press 【▶】.
6. Enter the desired hour and minute you wish to start this feature by selecting 2 digits for each.
   - If you use 12-hour time entry, select "**AM**" or "**PM**" by pressing 【✳】 repeatedly before entering the time.
7. Enter the desired hour and minute you wish to end this feature by selecting 2 digits for each.
   - If you use 12-hour time entry, select "**AM**" or "**PM**" by pressing 【✳】 repeatedly before entering the time.
8. Press 【☰/OK】.
9. Press 【✂⏻】.

Setting the ring delay for night mode

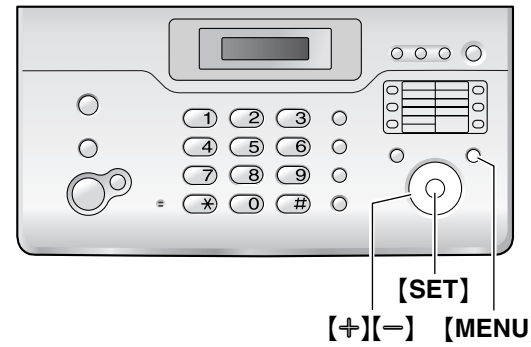
This setting allows the cordless handset to ring during night mode if the caller waits long enough. After the selected delay time has passed, the cordless handset will ring. If you select "**No Ringing**", the cordless handset will not ring during night mode.

1. Press 【☰/OK】.
2. Select "**Handset Setup**", then press 【▶】.
3. Select "**Ringer Setup**", then press 【▶】.
4. Select "**Night Mode**", then press 【▶】.
5. Select "**Ring Delay**", then press 【▶】.
6. Select "**30 sec.**" or "**60 sec.**", then press 【▶】.
7. Press 【✂⏻】.

Selecting categories to bypass night mode

1. Press 【☰/OK】.
2. Select "**Handset Setup**", then press 【▶】.
3. Select "**Ringer Setup**", then press 【▶】.
4. Select "**Night Mode**", then press 【▶】.
5. Select "**Select Category**", then press 【▶】.
6. Press the desired category numbers, then press 【☰/OK】.
   - The selected category number will flash.
   - To cancel a selected category number, press the number again. The number will stop flashing.
7. Press 【✂⏻】.

4.7.2 Base unit:



Setting night mode ON/OFF

1. Press 【MENU】.
2. Press 【#】, then 【3】【5】.
3. Press 【SET】.
4. Press 【+】 or 【−】 repeatedly to select "**ON/OFF**", then press 【SET】.

5. Press 【+】 or 【−】 repeatedly to select "ON" or "OFF" (default), then press 【SET】.
6. Press 【MENU】.

Note:

- When the night mode is turned ON, "[N]" is displayed.

Setting the start and end time for night mode

1. Press 【MENU】.
2. Press 【#】, then 【3】【5】.
3. Press 【SET】.
4. Press 【+】 or 【−】 repeatedly to select "START/END", then press 【SET】.
5. Enter the desired hour and minute you wish to start this feature by selecting 2 digits for each.
   - If you use 12-hour time entry, select "AM" or "PM" by pressing 【*】 repeatedly before entering the time.
6. Enter the desired hour and minute you wish to end this feature by selecting 2 digits for each.
   - If you use 12-hour time entry, select "AM" or "PM" by pressing 【*】 repeatedly before entering the time.
7. Press 【SET】.
8. Press 【MENU】.

Setting the ring delay for night mode

This setting allows the base unit to ring during night mode if the caller waits long enough. After the selected delay time has passed, the base unit will ring. If you select "NO RINGING", the base unit will not ring during night mode.

1. Press 【MENU】.
2. Press 【#】, then 【3】【5】.
3. Press 【SET】.
4. Press 【+】 or 【−】 repeatedly to select "RING DELAY", then press 【SET】.
5. Select the desired setting.
   "30s": 30 seconds
   "60s" (default): 60 seconds
   "90s": 90 seconds
   "120s": 120 seconds
   "NO RINGING": the base unit will not ring.
6. Press 【SET】.
7. Press 【MENU】.

4.8 Caller ID service

This unit is compatible with Caller ID service offered by your local telephone company. To use this feature, you must subscribe to Caller ID service.

Important:

- **This unit will only display the caller's telephone number and name.**
- **This unit will not support future additional telephone services.**
- **Depending on the service of the local telephone company, the date/time of the call or the caller's name may not be displayed.**

4.8.1 How Caller ID is displayed

When an outside call is received, the calling party's telephone number or name will be displayed. You then have the option of whether or not to answer the call.
The unit will automatically store caller information (telephone number, name, date and time of the call) of the last 30 callers. Caller information is stored by the most recent to the oldest call. When the 31st call is received, the oldest call is deleted.
Caller information can be viewed on the display one item at a time (page 35) or confirmed by printing the Caller ID list (page 97).

Note:

- Caller information can be displayed up to 16 digits/characters for the base unit and 22 digits/16 characters for the cordless handset.
- When caller information is received and it matches a telephone number stored in the unit's phonebook:
  – The stored name will be displayed and logged.
  – The cordless handset will use the ring tone assigned to the caller's category.
- If the unit is connected to a PBX (Private Branch Exchange) system, caller information may not be received properly. Consult your PBX supplier.
- If the unit cannot receive caller information, the following will be displayed (For Caller ID users only):
  "OUT OF AREA"/"Out of Area": The caller dialled from an area which does not provide Caller ID service.
  "PRIVATE CALLER"/"Private Caller": The caller requested not to send caller information.

To confirm caller information by printing the Caller information list

– To print manually, see page 97.
– To print automatically after every 30 new calls, activate feature #26 (page 63).

Call Waiting Caller ID

This is a service of your service provider and will only operate if you have subscribed to this service. When you hear a call waiting tone during a conversation, the display will show the second caller's information. You can answer the second call, keeping the first call on hold. Please consult your service provider for details of this service.

Note:

- The second caller's information will not be displayed when:
  – the base unit is in use, or
  – another telephone on the same line is in use.

Category features for cordless handset phonebook

Categories can help you identify who is calling by using different ring tones for different categories of callers.
When adding an item to the cordless handset phonebook you can assign it to the desired category (page 28). When a call is received from a caller assigned to a category, the category's ring tone you select is used.

Changing category ring tones

You can select a ring tone for each category. If you select "**Ext. Ringtone**", the unit will use the external ring tone you set on page 70 when calls from this category are received. The default setting is "**Ext. Ringtone**".

1. Press 【📖】, then press 【☰/OK】.
2. Select "**Category**", then press 【▶】.
3. Select a category, then press 【▶】.
4. Select the current setting of the category ring tone, then press 【▶】.
5. Select the desired ring tone, then press 【▶】.
6. Press 【✆】.

4.9 Viewing and calling back using caller information

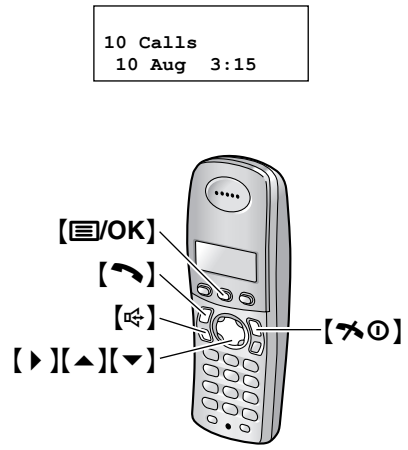
You can easily view caller information and call back.

Important:

- **Calling back will not be possible if the caller information does not include a telephone number.**
- **If the area code of the received telephone number is the same as yours, the area code may need to be deleted before calling back. This may only apply to some areas. To edit the number, see page 36.**

4.9.1 With the cordless handset

The display will show the number of new calls in standby mode.
Example:



1 Press 【☰/OK】.

2 Select "**Caller List**", then press 【▶】.
- The most recent call is displayed.

3 Press 【▼】 to search from the recently received caller information.
- If you press 【▲】, the display order will be reversed.
- A ✓ is displayed next to items which have already been viewed or answered, even if they were viewed or answered using another cordless handset.

4 Press 【✆】 or 【🔊】 to return the call.
- The cordless handset will start dialling automatically.

To stop viewing

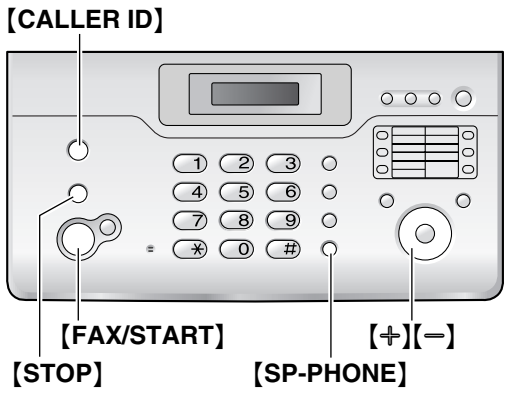
Press 【↶⏻】 after step 2.

4.9.2 With the base unit

The display will show the number of new calls in standby mode.

Example:

```
10 CALLS
10:59          00
```



1 Press 【CALLER ID】.
- The most recent call is displayed.

2 Press 【−】 to search from the recently received caller information.
- If you press 【+】, the display order will be reversed.

3 Lift the handset or press 【SP-PHONE】 to return the call.
- The unit will start dialling automatically.
- To send a fax, insert the document FACE DOWN and press 【FAX/START】.

To change the way caller information is displayed

Press 【CALLER ID】 repeatedly after the caller information is displayed.

Example:

```
SAM LEE
20 Jul 11:20   ✓
```

↕

```
1345678901
20 Jul 11:20   ✓
```

- A ✓ on the display means the item has already been viewed or answered, even if it was viewed or answered using a cordless handset.

Display while viewing

- When the unit could not receive a name, the display will show "NO NAME RCVD".
- When no calls have been received, the display will show "MEMORY EMPTY".

To stop viewing

Press 【STOP】.

4.10 Editing a caller's telephone number before calling back

4.10.1 With the cordless handset

1 Press 【☰/OK】.

2 Select "Caller List", then press 【▶】.

3 Press 【▲】 or 【▼】 repeatedly to display the desired item.

4 **To erase a number**
Press 【☰/OK】, select "Edit and Call", then press 【▶】.
Press 【◀】 or 【▶】 to place the cursor on the number you wish to erase, then press 【C/⊠】.
To add a number
Press the dial key (【0】 to 【9】).
- The number you pressed is added to the top of the current number.

5 Press 【↷】 or 【🔊】.

4.10.2 With the base unit

1 Press 【CALLER ID】.

2 Press 【+】 or 【−】 repeatedly to display the desired item.

3 Press 【CALLER ID】 repeatedly to display the telephone number.

4 **To erase a number**
Press 【✳】 to enter edit mode.
Press 【◄】 or 【►】 to place the cursor on the number you wish to erase, then press 【STOP】.
To add a number
Press the dial key (【0】 to 【9】).
- The number you pressed is added to the top of the current number.

5 Lift the handset or press 【SP-PHONE】 to call back the edited number.
- The unit will start dialling automatically.
- To send a fax, insert the document FACE DOWN and press 【FAX/START】.

Note:

- The edited telephone number will not be saved as caller information. To store it into the base unit phonebook, see page 38.

To correct a mistake

1. Press {◄} or {►} to move the cursor to the incorrect number.
2. Press {STOP} to delete the number.
3. Enter the correct number.

To delete a number

Press {◄} or {►} to move the cursor to the number you want to delete and press {STOP}.

To insert a number

1. Press {◄} or {►} to move the cursor to the position to the right of where you want to insert the number.
2. Enter the number.

4.11 Erasing caller information

4.11.1 With the cordless handset

1 Press {☰/OK}.

2 Select "Caller List", then press {▶}.

3 Press {▲} or {▼} repeatedly to display the desired item, then press {☰/OK}.

4 Select "Erase", then press {▶}.
- To erase all items, select "Erase All", then press {▶}.

5 Select "Yes", then press {▶}.

6 Press {⏻}.

4.11.2 With the base unit

Erasing all caller information

1. Press {MENU} repeatedly to display "CALLER SETUP".
2. Press {SET}.
   - "CALL LIST ERASE" will be displayed.
3. Press {SET}.
   - To cancel erasing, press {STOP} 3 times.
4. Press {SET}.
5. Press {STOP}.

Erasing specific caller information

1. Press {CALLER ID}.
2. Press {+} or {−} repeatedly to display the desired item.
3. Press {◄}.
   - To cancel erasing, press {STOP} 2 times.
4. Press {SET}.
   - To erase other items, repeat steps 2 to 4.
5. Press {STOP}.

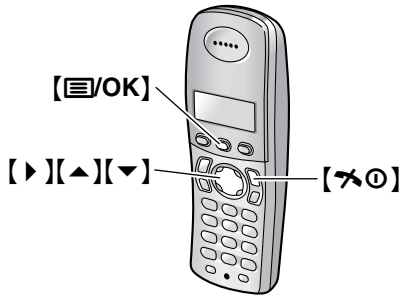
Another method to erase a specific caller information

1. Press {CALLER ID}.
2. Press {+} or {−} repeatedly to display the desired item.
3. Press {ERASE}.
   - To erase other items repeat steps 2 to 3.
4. Press {STOP}.

4.12 Storing caller information into the phonebook / one-touch dial

Important:
- **This feature is not available if the caller information does not include a telephone number.**

4.12.1 Into the cordless handset phonebook



1 Press 【☰/OK】.

2 Select "**Caller List**", then press 【▶】.

3 Press 【▲】 or 【▼】 repeatedly to display the desired item, then press 【☰/OK】.

4 Select "**Add Phonebook**", then press 【▶】.
- If you do not need to edit the name, skip to step 6.

5 If a name is required, enter up to 16 characters for the name (page 81).

6 Press 【☰/OK】.
- If the number requires editing, see page 36.

7 Press 【☰/OK】.

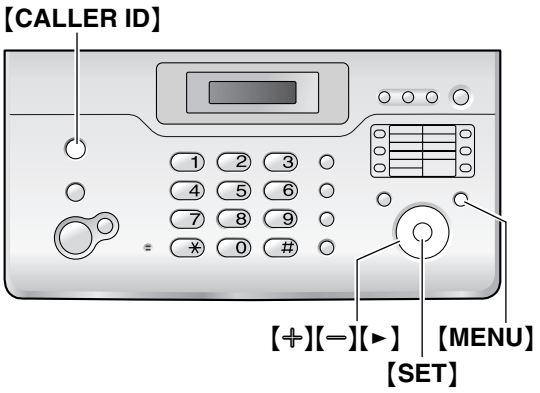
8 Select the desired category for the item, then select 【▶】.

9 Select "**Save**", then press 【▶】.

10 Press 【✆】.

Note:
- To edit a name, see page 29.
- If there is no space to store new items, "**Memory Full**" will be displayed. Erase unnecessary items (page 29).

4.12.2 Into the base unit phonebook



1 Press 【CALLER ID】.

2 Press 【+】 or 【−】 repeatedly to display the desired item.

3 Press 【MENU】.

4 Press 【►】.
- If you do not need to edit the name, skip to step 6.

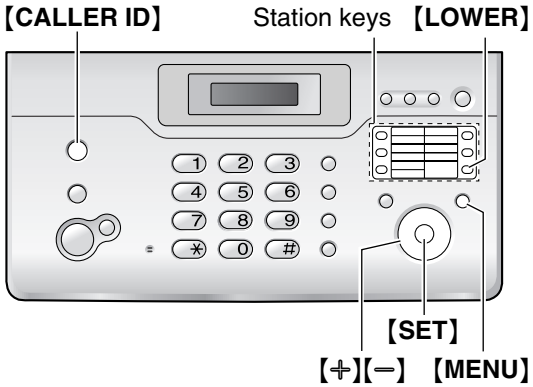
5 If a name is required, enter up to 16 characters for the name (page 21).

6 Press 【SET】.
- If the number requires editing, see page 36.

7 Press 【SET】.

Note:
- You can confirm the stored items in the base unit phonebook by printing the telephone number list (page 97).
- To edit a name, see page 30.

4.12.3 Into the one-touch dial



1 Press 【CALLER ID】.

2 Press 【+】 or 【—】 repeatedly to display the desired item.

3 Press 【MENU】.

4 Select a station key.

For station 1:

Press station 1, press 【+】 or 【—】 repeatedly to select "DIAL MODE", then press 【SET】.

For stations 2–5:

Press the desired station key.

For stations 6–10:

Press 【LOWER】, then press the desired station key.

- If you do not need to edit the name, skip to step 6.

5 If a name is required, enter up to 16 characters for the name (page 21).

6 Press 【SET】.

- If the number requires editing, see page 36.

7 Press 【SET】.

Note:

- You can confirm the stored items in the one-touch dial by printing the telephone number list (page 97).
- To edit a name, see page 30.

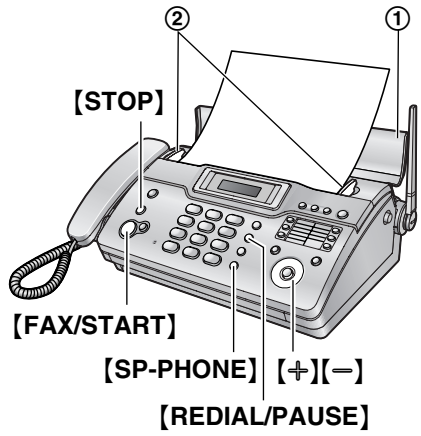
4.13 Voice mail service

Voice mail is an automatic answering service offered by your service provider. If you subscribe to this service, your service provider's voice mail system can answer calls for you when you are unavailable to answer the phone or when your line is busy. Messages are recorded by the service provider, not your unit.
When you have new messages, ✉ will be displayed on the handset.
Please consult your service provider for details of this service.

Note:

- If ✉ still remains on the display even after you have listened to new messages, turn it off by pressing and holding 【C/⊠】 for 2 seconds.

5.1 Sending a fax manually



1 Open the document feeder tray (①), then adjust the width of the document guides (②) to fit the actual size of the document.

2 Insert the document (up to 10 pages) FACE DOWN until a single beep is heard and the unit grasps the document.
- If the document guides are not adjusted to fit the document, re-adjust them.

3 If necessary, press **【＋】** or **【－】** repeatedly to select the desired resolution.

4 Lift the handset or press **【SP-PHONE】**.

5 Dial the fax number.

6 **When a fax tone is heard:**

Press **【FAX/START】**.

When the other party answers your call:

Ask them to press their start button. When the fax tone is heard, press **【FAX/START】**.

Note:
- After pressing **【FAX/START】**, you can replace the handset if you are using it.

To select the resolution

Select the desired resolution according to the type of document.
– **"STANDARD"**: For printed or typewritten documents with normal-sized characters.
– **"FINE"**: For documents with small print.
– **"SUPER FINE"**: For documents with very small print. This setting is effective only when the other party has a compatible fax machine.
– **"PHOTO"**: For documents containing photographs, shaded drawings, etc.
- Using the **"FINE"**, **"SUPER FINE"** and **"PHOTO"** settings will increase transmission time.
- If the resolution setting is changed during feeding, it will be effective from the next page.

To redial the last number

1. Press **【REDIAL/PAUSE】**.

2. Press **【FAX/START】**.
- If the line is busy, the unit will automatically redial the number up to 5 times.
- To cancel redialling, press **【STOP】**.

To send more than 10 pages at a time

Insert the first 10 pages of the document. Add the other pages (up to 10 at a time) on top of the previously inserted pages before the last page feeds into the unit.

To predial a fax number

You can dial the fax number first before inserting the document. This is convenient if you need to refer to the document for the other party's fax number.

1. Enter the fax number.

2. Insert the document.

3. Press **【FAX/START】**.

To stop transmission

Press **【STOP】**.

Printing a sending report

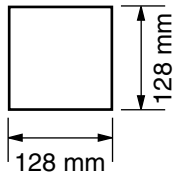
A sending report provides you with a printed record of transmission results. To print sending reports, make sure feature #04 is activated (page 62). For an explanation of error messages, see page 84.

Printing a journal report

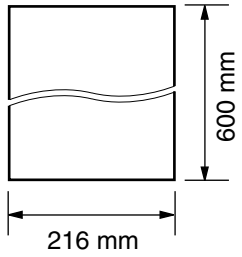
A journal report provides you with a printed record of the 30 most recent faxes. To print manually, see page 97. To print automatically after every 30 new fax transmissions and receptions, make sure feature #22 is activated (page 63). For an explanation of error messages, see page 84.

5.2 Documents you can send

Minimum document size

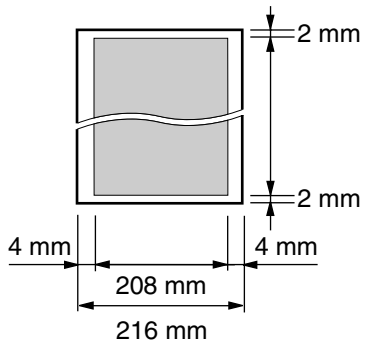


Maximum document size



Effective scanning area

- Shaded area will be scanned.



Document weight

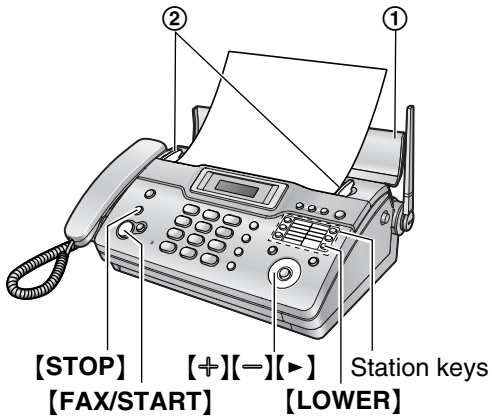
- Single sheet: 45 g/m^2 to 90 g/m^2
- Multiple sheets: 60 g/m^2 to 80 g/m^2

Note:

- Remove clips, staples or other fasteners.
- Do not send documents that are on the following types of paper: (Make a copy of the document using another copier and send the copy.)
  - Chemically treated paper such as carbon or carbonless duplicating paper
  - Electrostatically charged paper
  - Badly curled, creased or torn paper
  - Paper with a coated surface
  - Paper with a faint image
  - Paper with printing on the opposite side that can be seen through the other side, such as newsprint.
- Check that ink, paste or correction fluid has dried completely.
- To send a document with a width of less than 210 mm, we recommend using a copy machine to copy the original document onto A4 or letter-sized paper, then sending the copied document.

5.3 Sending a fax using the base unit phonebook / one-touch dial

Before using this feature, store the desired names and telephone numbers into the base unit phonebook (page 30) or one-touch dial (page 31).



1 Open the document feeder tray (①), then adjust the width of the document guides (②) to fit the actual size of the document.

2 Insert the document (up to 10 pages) FACE DOWN until a single beep is heard and the unit grasps the document.
- If the document guides are not adjusted to fit the document, re-adjust them.

3 If necessary, press 【+】 or 【−】 repeatedly to select the desired resolution (page 40).

4 Enter the fax number.

Using one-touch dial:

For stations 1–5

Press the desired station key.

For stations 6–10

Press **【LOWER】**, then press the desired station key.

Using base unit phonebook:

Press 【►】, then 【+】 or 【−】 repeatedly to display the desired item and press **【FAX/START】**.

Fax auto redial

If the line is busy or if there is no answer, the unit will automatically redial the number up to 5 times.

- To cancel redialling, press **【STOP】**.

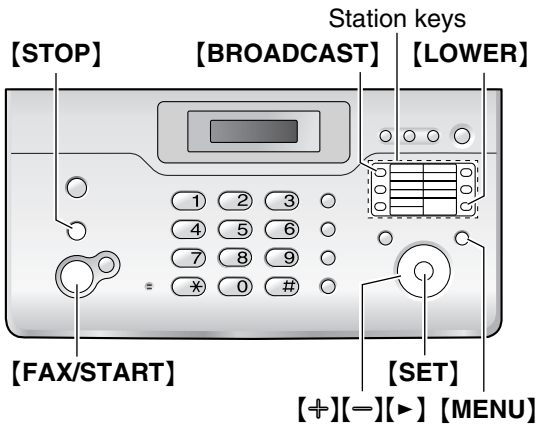
If your unit does not send a fax

- Confirm that you have entered the number correctly, and that the number is a fax number.
- Confirm that the other party's fax machine is answering by turning ON the connecting tone feature (feature #76 on page 65).

5.4 Broadcast transmission

By storing base unit phonebook items (page 30) or one-touch dial (page 31) into the broadcast memory, you can send the same document to multiple parties (up to 20). Your programmed items will remain in the broadcast memory, allowing frequent re-use.

- The broadcast function utilises station 1. The one-touch dial function will be cancelled.
- Both base unit phonebook items and one-touch dial can be stored into the broadcast memory.



5.4.1 Programming items into the broadcast memory

1 Press 【MENU】 repeatedly to display "PHONEBOOK SET".

2 Press 【BROADCAST】.

3 Press 【+】 or 【−】 repeatedly to select "BROADCAST".

4 Press 【SET】.

5 Program items.

Using stations 2–5:
Press the desired station key.

Using stations 6–10:
Press 【LOWER】, then press the desired station key.

Using base unit phonebook:

Press 【+】 or 【−】 repeatedly to display the desired item and press 【SET】.

- To program other items, repeat this step (up to 20 items).
- If you program the wrong item, press 【STOP】 to erase the item.

6 Press 【SET】.

7 Press 【STOP】.

Note:

- Confirm the stored items by printing a broadcast programming list (page 97).

5.4.2 Adding a new item into the broadcast memory

After initial programming, you can add new items (up to a combined total of 20).

1 Press 【►】.

2 Press 【+】 or 【−】 repeatedly to display "<BROADCAST>".

3 Press 【MENU】.

4 Press 【✳】.

5 Press 【+】 or 【−】 repeatedly to display the desired item you want to add.

6 Press 【SET】.

- To add other items, repeat steps 5 and 6 (up to 20 items).

7 Press 【STOP】.

5.4.3 Erasing a stored item from the broadcast memory

1 Press 【►】.

2 Press 【+】 or 【−】 repeatedly to display "<BROADCAST>".

3 Press 【MENU】.

4 Press 【#】.

5 Press 【+】 or 【−】 repeatedly to display the desired item you want to erase.

- To cancel erasing, press 【STOP】.

6 Press 【SET】.

7 Press 【SET】.

- To erase other items, repeat steps 5 to 7.

8 Press 【STOP】.

5.4.4 Sending the same document to pre-programmed parties

1 Insert the document FACE DOWN.

2 If necessary, press 【+】 or 【−】 repeatedly to select the desired resolution (page 40).

3 Press **【BROADCAST】**.

- The document will be fed into the unit and scanned into memory. The unit will then send the data to each party, calling each number sequentially.
- After transmission, the stored document will be erased from memory automatically, and the unit will automatically print a report (**Broadcast sending report**).

Note:

- If you select "**FINE**", "**SUPER FINE**" or "**PHOTO**" resolution, the number of pages that the unit can send will decrease.
- If the document exceeds the memory capacity, sending will be cancelled.
- If a party is busy or does not answer, it will be skipped and redialled later up to 5 times.

To send the same document to a one-time group of parties

You can also select a one-time group of parties to send the same document to. After transmission, this group will be deleted.

1. Insert the document.
2. Press **【►】**.
3. Press **【+】** or **【—】** repeatedly to display "**ONE TIME BROAD**".
4. Press **【SET】** to start programming the parties you want to send the document to.
5. Program items.

   Using stations 2–5:
   Press the desired station key.

   Using stations 6–10:
   Press **【LOWER】**, then press the desired station key.

   Using base unit phonebook:

   Press **【+】** or **【—】** repeatedly to display the desired item and press **【SET】**.

   - To program other items, repeat this step (up to 20 items).
   - If you program the wrong item, press **【STOP】** to erase the item.
6. Press **【FAX/START】** to start transmission to the programmed parties.

To cancel broadcast transmission

1. Press **【STOP】** repeatedly until "**SEND CANCELLED?**" is displayed.
2. Press **【SET】**.

5.5 Selecting the way to use your fax machine

Depending on your situation, select the way you prefer to use your fax machine.

Auto receive

– Use as a telephone answering machine and/or fax (TAM/FAX mode)
– Use only as a fax (FAX ONLY mode)

Manual receive

– Use mostly as a telephone (TEL mode)
– Use as a telephone and/or fax (TEL/FAX mode)

5.6 Auto receive

5.6.1 Use as a telephone answering machine and/or fax (TAM/FAX mode)

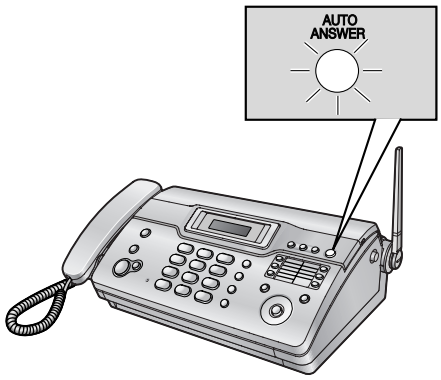
Your situation

You want to answer phone calls using the telephone answering machine and receive faxes automatically.

Setup

Set the fax machine to TAM/FAX mode (page 49) by pressing **【AUTO ANSWER】** repeatedly.

- The **【AUTO ANSWER】** indicator on the base unit turns ON and appears on the cordless handset display.



Note:

- Make sure feature #77 is set to **"TAM/FAX"** beforehand (page 65).
- Do not connect an answering machine to the same telephone line. If connected, set the automatic answer feature to OFF by pressing **【AUTO ANSWER】** repeatedly.

How phone calls and faxes are received

If the call is a phone call, the fax machine will record the caller's message automatically.
If a fax calling tone is detected, the fax machine will receive the fax automatically.

5.6.2 Use only as a fax (FAX ONLY mode)

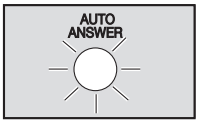
Your situation

You have a separate telephone line just for faxes.

Setup

Set the fax machine to FAX ONLY mode (page 50) by pressing **【AUTO ANSWER】** repeatedly.

- The **【AUTO ANSWER】** indicator on the base unit turns ON and appears on the cordless handset display.



Note:

- Make sure feature #77 is set to **"FAX ONLY"** beforehand (page 65).

How faxes are received

All incoming calls will be answered as faxes.

5.7 Manual receive

5.7.1 Use mostly as a telephone (TEL mode)

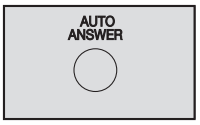
Your situation

You want to answer calls by yourself. If a fax call is received, you must receive the fax manually.

Setup

Set the fax machine to TEL mode (page 47) by pressing **【AUTO ANSWER】** repeatedly.

- The **【AUTO ANSWER】** indicator on the base unit turns OFF and disappears from the cordless handset display.



How to receive phone calls and faxes

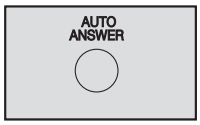
You have to answer all calls manually.
To receive a fax, press **【FAX/START】**.

5.7.2 Use as a telephone and/or fax (TEL/FAX mode)

Your situation
You want to answer phone calls yourself and receive faxes automatically without rings.

Setup
Set the fax machine to TEL/FAX mode (page 48) by pressing **【AUTO ANSWER】** repeatedly.

- The **【AUTO ANSWER】** indicator on the base unit turns OFF and disappears from the cordless handset display.



Note:

- Make sure feature #73 is set to "**TEL/FAX**" beforehand (page 65).

How phone calls and faxes are received
If the call is a phone call, the fax machine will ring.
If a fax calling tone is detected, the fax machine will receive the fax automatically without ringing.

5.8 Receiving a fax manually – Auto answer OFF

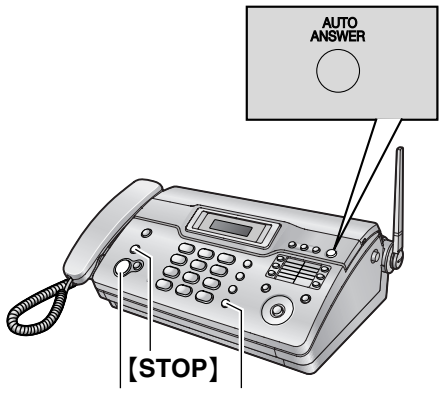
5.8.1 Activating TEL mode

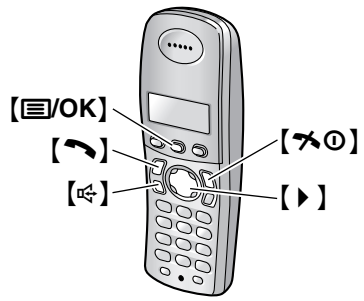
1 Make sure feature #73 is set to "**TEL**" beforehand (page 65).

2 Press **【AUTO ANSWER】** repeatedly to display the following.

```
TEL MODE
```

- The **【AUTO ANSWER】** indicator on the base unit turns OFF and disappears from the cordless handset display.





Activating TEL mode with the cordless handset

1. Press **【/OK】**.
2. Select "**Answer System**", then press **【】**.
3. Select "**Answer Off**", then press **【】**.
4. Press **【】**.

How to receive phone calls and faxes with the base unit

1. Lift the handset or press **【SP-PHONE】** to answer the call.
2. When:
   – document reception is required,
   – a fax calling tone (slow beep) is heard, or
   – no sound is heard,

   press **【FAX/START】**.

   ```
   CONNECTING.....
   ```

   - The unit will start fax reception.
3. Replace the handset, if using it.

How to receive phone calls and faxes with the cordless handset

1. Lift the cordless handset and press **【】** or **【】** to answer the call.
2. When:
   – document reception is required,
   – a fax calling tone (slow beep) is heard, or
   – no sound is heard,

   press **【/OK】**.
3. Select "**Fax Start**", then press **【】**.
4. Press **【】** or place the cordless handset on the charger.

Note:

- To receive fax documents using the cordless handset, make sure remote fax activation is turned ON beforehand (feature #41 on page 64). The default setting is ON.

How to receive phone calls and faxes with an extension telephone

If you have another telephone connected to the same line (extension telephone), you can use the extension telephone to receive faxes.

1. When the extension telephone rings, lift the handset of the extension telephone.
2. When:
   – document reception is required,
   – a fax calling tone (slow beep) is heard, or
   – no sound is heard,

   press **【】【】【】【9】** (default fax activation code) **firmly**.
   - The fax machine will start fax reception.
3. Replace the handset.

Note:

- To receive fax documents using the extension telephone, make sure remote fax

activation is turned ON beforehand (feature #41 on page 64). The default setting is ON.

To stop receiving

Press **[STOP]**.

5.8.2 Activating TEL/FAX mode

1 Make sure feature #73 is set to **"TEL/FAX"** beforehand (page 65).

2 Press **[AUTO ANSWER]** repeatedly to display the following.

TEL/FAX MODE

- The **[AUTO ANSWER]** indicator on the base unit turns OFF and ☎ disappears from the cordless handset display.

3 The ringer volume setting should be ON (page 19).

How phone calls and faxes are received

1. **"INCOMING CALL"** will be displayed but the unit will not ring.

2. The unit will wait for the duration of **2 rings** before answering the call.
- The number of rings is determined by the **"TEL/FAX delayed ring setting"** (feature #78 on page 66).
- During this time, an extension telephone (if connected to the same line) will ring.

3. The unit will answer the call and try to detect a fax calling tone.

When a fax calling tone is detected

The unit receives the fax automatically without ringing.

When a fax calling tone is not detected

❶ The unit will ring. You may answer the call.
- Callers will hear a ring back tone different from the one generated by the telephone company.
- An extension telephone (if connected to the same line) will not ring at this time. To answer the call with the extension telephone, lift the handset and press **[✳][0]** (default auto disconnection code) while the fax machine is ringing.

❷ If you do not answer the call, the unit will activate the fax function.
- Some fax machines do not generate fax calling tones when sending faxes, therefore the unit will try to receive a fax even if no fax calling tone is detected.

Note:
- Even if you press the auto disconnection code, the fax machine will activate the fax function:
  – If the extension telephone is connected to **[EXT]**,
  – Depending on the type of extension telephone,

  press **[STOP]** on the fax machine to talk with the calling party.

5.9 Receiving a fax automatically – Auto answer ON

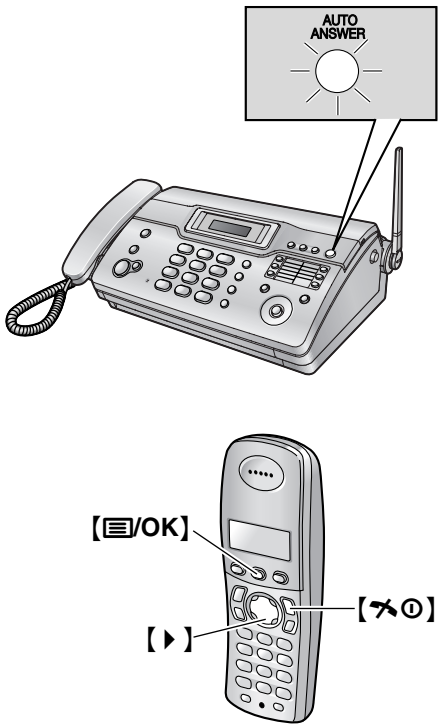
5.9.1 Activating TAM/FAX mode

1 Make sure feature #77 is set to "**TAM/FAX**" beforehand (page 65).

2 Press **【AUTO ANSWER】** repeatedly to display the following.

```
TAM/FAX MODE
```

- The **【AUTO ANSWER】** indicator on the base unit turns ON and appears on the cordless handset display.
- The unit will play the pre-recorded greeting message. You can record your own greeting message (page 54).
- The remaining time for recording incoming messages will be displayed.



Note:

- The maximum recording time for incoming message can be changed (feature #10 on page 62).

When the unit answers the incoming call, the greeting message will be heard through the speaker. If this feature is not required, turn OFF feature #67 (page 65).

- While an incoming call is being recorded, you can monitor it through the speaker (feature #67 on page 65).
- If the unit announces the memory is full, erase unnecessary messages (page 55).

Activating TAM/FAX mode with the cordless handset

1. Press **【/OK】**.
2. Select "**Answer System**", then press **【】**.
3. Select "**Answer On**", then press **【】**.
4. Press **【】**.

Note:

- Make sure feature #77 is set to "**TAM/FAX**" beforehand (page 65).

How phone calls and faxes are received

When receiving calls, the unit works as an answering machine and/or fax.

- If the call is a phone call, the unit will record the caller's message automatically.
- If a fax calling tone is detected, the unit will receive the fax automatically.

Receiving a voice message and fax document in one call

The caller can leave a voice message and send a fax document during the same call. Inform the caller of the following procedure beforehand.

1. The caller calls your unit.
   - The answering machine will answer the call.
2. The caller can leave a message after the greeting message.
3. The caller presses **【】【9】**.
   - The unit will activate the fax function.
4. The caller presses the start button to send a fax.

Ring setting in TAM/FAX mode

You can change the number of rings before the unit answers calls. You can choose from "**2**" (default), "**3**", "**4**", "**5**", "**6**", "**7**" and "**AUTO**". This setting can be changed by feature #06 on page 62.

"**AUTO**": The unit answers after 2 rings when new messages have been recorded, and after 5 rings when there are no new messages. If you call your unit from outside to listen to new

messages (page 59), you will know that there are no messages when the unit rings for the 3rd time. You can then hang up without being charged for the call.

Answering calls with an extension telephone

When answering a call after the greeting message has started or while the call is being recorded, press ✳ 0 to stop the greeting message or recording and talk to the caller.

- The code can be changed in feature #49 on page 64.

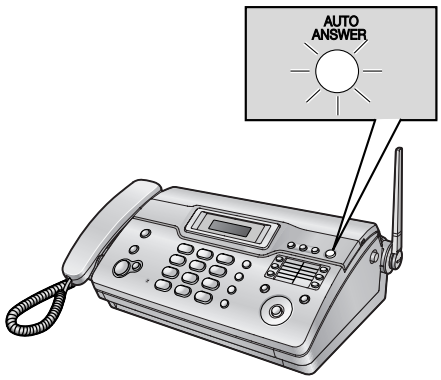
5.9.2 Activating FAX ONLY mode

1 Make sure feature #77 is set to "**FAX ONLY**" beforehand (page 65).

2 Press 【**AUTO ANSWER**】 repeatedly to display the following.

```
FAX ONLY MODE
```

- The 【**AUTO ANSWER**】 indicator on the base unit turns ON and appears on the cordless handset display.



How faxes are received

When receiving calls, the unit will automatically answer all calls and only receive fax documents.

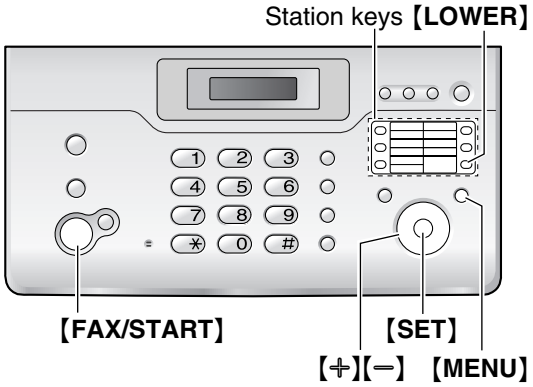
Note:

- The number of rings before a call is answered in FAX ONLY mode can be changed (feature #06 on page 62).

5.10 Receive polling (retrieving a fax placed on another fax machine)

This feature allows you to retrieve a document from another compatible fax machine. Therefore you pay for the call.

Make sure that no documents are fed into your unit and that the other party's machine is ready for your call.



1 Press 【**MENU**】 repeatedly to display "**POLLING**".

2 Press 【**SET**】.

3 Dial the fax number.

Using dial keys (【0】 to 【9】, 【✳】 or 【#】): Enter the fax number.

Using one-touch dial:

For stations 1–5

Press the desired station key.

For stations 6–10

Press 【**LOWER**】, then press the desired station key.

Using base unit phonebook:

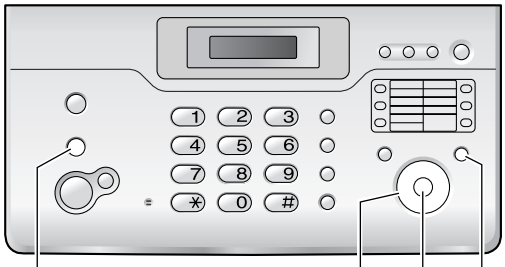
Press 【+】 or 【—】 repeatedly to display the desired item.

4 Press 【**FAX/START**】.

- The unit will start fax reception.

5.11 Junk fax prohibitor (preventing fax reception from undesired callers)

If you subscribe to Caller ID service, this feature prevents fax reception from calls that do not show caller information.
Additionally, the fax machine will not accept faxes originating from numbers that match a programmable junk fax prohibitor list.



Important:

- **This feature does not work when manual reception is performed.**

5.11.1 Activating the junk fax prohibitor

1. Press 【MENU】 repeatedly to display "JUNK FAX PROH.".
2. Press 【►】.
3. Press 【+】 or 【−】 repeatedly to select "ON".
4. Press 【SET】.
5. Press 【MENU】.
   - While the junk fax prohibitor is activated, "JUNK FAX ON" is displayed.

5.11.2 Storing undesired callers

You can register up to 10 undesired numbers from the Caller ID list (page 35) if you do not wish to receive faxes from them.

1. Press 【MENU】 repeatedly to display "JUNK FAX PROH.".
2. Press 【►】 repeatedly to display "JUNK LIST SET".
3. Press 【SET】.
4. Press 【+】 or 【−】 repeatedly to display the party you wish to prevent fax reception from.
5. Press 【SET】.
   - To program other parties, repeat steps 4 to 5.
6. Press 【STOP】 to exit the program.

Note:

- If there is no space to store new items, "LIST FULL" is displayed in step 3 or step 5. Erase unnecessary items.

To display the junk fax prohibitor list

1. Press 【MENU】 repeatedly to display "JUNK FAX PROH.".
2. Press 【►】 repeatedly to display "JUNK LIST DISP.".
3. Press 【SET】.
4. Press 【+】 or 【−】 repeatedly to display the items on the list.
5. Press 【MENU】 to exit the program.

To print the junk fax prohibitor list

1. Press 【MENU】 repeatedly to display "JUNK FAX PROH.".
2. Press 【►】 repeatedly to display "JUNK LIST PRINT".
3. Press 【SET】.
4. Press 【MENU】 to exit the list.

To erase an item from the junk fax prohibitor list

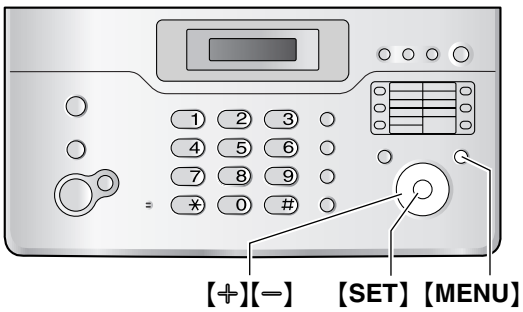
1. Press 【MENU】 repeatedly to display "JUNK FAX PROH.".
2. Press 【►】 repeatedly to display "JUNK LIST DISP.".
3. Press 【SET】.
4. Press 【+】 or 【−】 repeatedly to display the desired item.
5. Press 【◄】.
   - To cancel erasing, press 【STOP】, then press 【MENU】.
6. Press 【SET】.
   - The item is erased.
   - To erase other items, repeat steps 4 to 6.
7. Press 【MENU】 to exit the list.

6.1 Using with the ring detection feature

When you subscribe to a duplex ring service, your telephone company will assign you a new fax number and will also tell you the assigned ring pattern. Please complete the following setup on your fax machine to identify the assigned ring pattern.

Important:

- **To use the ring detection feature, set to TEL mode (page 47).**



1 Press **【MENU】**.

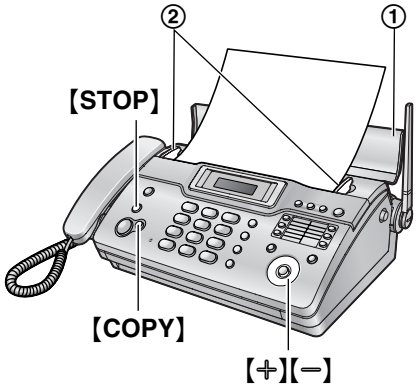
2 Press **【#】**, then **【3】【1】**.

3 Press **【+】** or **【−】** to select “ON”.

4 Press **【SET】**.

5 Press **【MENU】**.

7.1 Making a copy



1 Open the document feeder tray (①), then adjust the width of the document guides (②) to fit the actual size of the document.

2 Insert the document (up to 10 pages) FACE DOWN until a single beep is heard and the unit grasps the document.
- If the document guides are not adjusted to fit the document, re-adjust them.

3 If necessary, press 【＋】 or 【－】 repeatedly to select the desired resolution.

4 Press **【COPY】**.
- The unit will start copying.

Note:
- When you copy a multiple-page document which is longer than A4 size paper (approx. 300 mm), we recommend you insert one page at a time.
- Any document which can be sent as a fax can also be copied (page 41).
- The copied recording paper comes out somewhat longer than the document size.

To select the resolution

Select the desired resolution according to the type of document.
– **"FINE"**: For printed or typewritten documents with small print.
– **"SUPER FINE"**: For documents with very small print.
– **"PHOTO"**: For documents containing photographs, shaded drawings, etc.

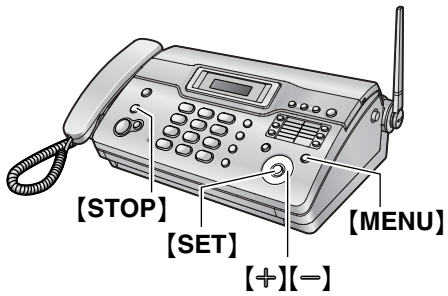
- If you select **"STANDARD"**, copying will be done using **"FINE"** mode.

To stop copying

Press **【STOP】**.

8.1 Recording your greeting message

You can record your own greeting message for TAM/FAX mode, for a maximum of 16 (default) or 60 seconds in length. We recommend you record a message of less than 12 seconds to make it easier to receive faxes.



1 Press 【MENU】.

2 Press 【#】, then 【5】【5】.

3 Press 【+】 or 【−】 to select "RECORD".

4 Press 【SET】.
- "PLEASE PICK UP" is displayed.

5 Lift the handset.
- A long beep will sound.

6 Speak clearly.
- The display will count up the recording time.

7 To stop recording, press 【STOP】.

8 Replace the handset.
- The unit will repeat your message.

9 Press 【MENU】.

Note:
- You can change the maximum TAM/FAX greeting message recording time to 60 seconds (feature #54 on page 65).
  - If you change the setting to 60 seconds, we recommend that you tell the caller in your TAM/FAX greeting message to press 【*】【9】 before starting fax transmission.
  - If you change the setting from 60 seconds to 16 seconds, your greeting message will be deleted. The pre-recorded greeting message will be played when a call is received.

To check the greeting message

1. Press 【MENU】.
2. Press 【#】, then 【5】【5】.
3. Press 【+】 or 【−】 to select "CHECK".
4. Press 【SET】.
   - The unit will play the greeting message.
5. Press 【MENU】.

8.1.1 Erasing your recorded greeting message

1 Press 【MENU】.

2 Press 【#】, then 【5】【5】.

3 Press 【+】 or 【−】 to select "ERASE".

4 Press 【SET】.

5 Press 【MENU】.

Note:
- If you erase your TAM/FAX greeting message, the pre-recorded greeting message will be played when a call is received.

8.1.2 Pre-recorded greeting message

If you do not record a greeting message, one of two pre-recorded messages will be played when a call is received, depending on the caller's recording time (feature #10 on page 62).

To check the pre-recorded greeting

1 Press 【MENU】.

2 Press 【#】, then 【5】【5】.

3 Press 【+】 or 【−】 to select "CHECK".

4 Press 【SET】.
- The unit will play the greeting message.

5 Press 【MENU】.

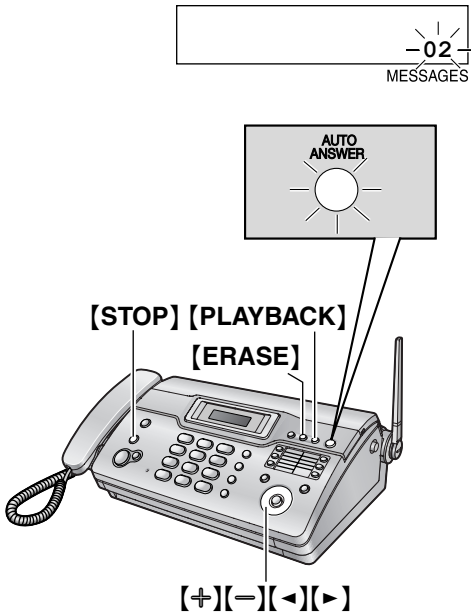
– When the recording time is set to "1 MINUTE" or "3 MINUTES", the unit will play a greeting message asking callers to send faxes or leave messages.
– When the recording time is set to "GREET ONLY", the unit will play a greeting message asking callers to call again.

8.2 Listening to recorded messages

When the unit has recorded new voice messages:

– The **【AUTO ANSWER】** indicator will flash when the auto answer setting is turned ON.
– The total number of recorded messages will flash on the base unit display.
– the base unit beeps slowly if the message alert feature (feature #42 on page 64) has been turned on.

Example:



Press **【PLAYBACK】**.

- Only new messages will be played.
- Adjust the speaker volume using **【+】** or **【−】**.
- After playing back all of the new messages;
  – the **【AUTO ANSWER】** indicator will stop flashing but will remain lit up when the auto answer setting is turned ON.
  – the total number of recorded messages will stop flashing and remain displayed. If you press **【PLAYBACK】** at this time, all recorded messages will be played.

Note:

- The total recording time of all messages (incoming and recorded conversation) is **about 15 minutes**. A maximum of 50 messages can be recorded. If messages are recorded in noisy environment, the actual recording time may be less.

To repeat a message

Press **【◄】** while listening to the message.

- If you press **【◄】** within 5 seconds of the beginning of the message, the previous message will be played.
- To play back a specific message, press **【◄】** or **【►】** and search for the message you want to listen to.

To skip a message

Press **【►】** to play the next message.

To stop playback

Press **【STOP】**.

8.2.1 Erasing recorded messages

To erase a specific message

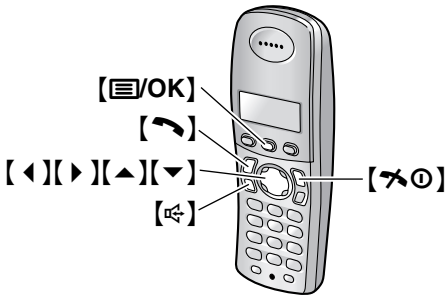
Press **【ERASE】** while listening to the message you want to erase.

To erase all messages

1 Press **【ERASE】** while the unit is idle.
- To cancel erasing, press **【STOP】**.

2 Press **【ERASE】**.

8.3 Using the answering machine with the cordless handset



Helpful hints:
- To activate TAM/FAX mode with the cordless handset, see page 49.

8.3.1 Recording your greeting message

1 Press 【/OK】.

2 Select "**Answer System**", then press 【】.

3 Select "**Record**", then press 【】.

4 Select "**Record Greeting**", then press 【】.
- Hold the cordless handset about 20 cm away and speak clearly into the microphone.

5 Press 【/OK】 to stop recording.
- The greeting message is played back.

6 Press 【】.

Note:
- To erase the greeting message, press 【】, then 【6】 during playback.

To check the greeting message

1. Press 【/OK】.
2. Select "**Answer System**", then press 【】.
3. Select "**Play Greeting**", then press 【】.
4. Press 【】.

To erase your greeting message

1. Press 【/OK】.
2. Select "**Answer System**", then press 【】.
3. Select "**Erase Message**", then press 【】.
4. Select "**Erase Greeting**", then press 【】.
5. Select "**Yes**", then press 【】.
6. Press 【】.

8.3.2 Listening to recorded messages

When you have new messages:
– the 【AUTO ANSWER】 indicator on the base unit flashes
– the total number of new messages is displayed
– the base unit beeps slowly if the message alert feature (page 58) has been turned on.

1 Press 【/OK】.

2 Select "**Answer System**", then press 【】.

3 Select "**Play New Msg.**" or "**Play All Msg.**", then press 【】.

Note:
- To adjust the speaker volume during playback, press 【】 or 【】 repeatedly.
- After playing back all of the new messages, the 【AUTO ANSWER】 indicator will stop flashing but will remain lit up when the answering system is turned on.
- While listening to messages, you can switch between the receiver and speaker by pressing 【】 or 【】.

To repeat a message

Press 【】 while listening to the message.
- If you press 【】 within 5 seconds of the beginning of the message, the previous message will be played.

To skip a message

Press 【】 to play the next message.

To stop playback

Press 【9】.

To erase a specific message

Press 【】, then 【4】 while listening to the message you want to erase.

To erase all messages

1. Press 【/OK】.
2. Select "**Answer System**", then press 【】.
3. Select "**Erase Message**", then press 【】.
4. Select "**Erase All**", then press 【】.
5. Select "**Yes**", then press 【】.
6. Press 【】.

Note:
- The greeting message is not erased.

To call back (Caller ID service users only)
If caller information was received for the call, you can call the caller back while listening to a message.

1. Press 【☰/OK】 during playback.
2. Select "**Call Back**", then press 【▶】.

Note:
- To edit the number before calling back, select "**Edit and Call**", press 【▶】, edit the number, then press 【📞】 or 【🔊】.

8.3.3 Recording a voice memo

You can leave a private message for yourself or someone else. This memo can be played back later, either directly or remotely.

1 Press 【☰/OK】.

2 Select "**Answer System**", then press 【▶】.

3 Select "**Record**", then press 【▶】.

4 Select "**Record Memo**", then press 【▶】.
- Hold the cordless handset about 20 cm away and speak clearly into the microphone.

5 Press 【☰/OK】 to stop recording.

6 Press 【✂⏻】.

Note:
- Voice memos are treated as new messages.

8.3.4 Using direct commands

You can operate the answering system by pressing dial keys, rather than navigating through the menus. To use the following commands, press 【☰/OK】, select "**Answer System**", then press 【▶】.

Key	Direct commands
【1】	Repeat message (during playback)*1
【2】	Skip message (during playback)
【3】	Enter the "**Settings**" menu
【4】	Play new messages
【5】	Play all messages
【6】	Play greeting message
【7】【4】	Record memo message
【7】【6】	Record greeting message
【8】	Turn answering system on
【9】	Stop (recording, playback)
【0】	Turn answering system off
【✳】【4】	Erase this message (during playback)
【✳】【5】	Erase all messages
【✳】【6】	Erase greeting message

*1 If pressed within the first 5 seconds of a message, the previous message will be played.

8.3.5 Programming for answering machine

Turning remote operation on/off
A 3-digit remote access code must be entered when operating the answering system remotely. This code prevents unauthorised parties from listening to your messages remotely. After you store your remote access code, remote operation is possible.

1. Press 【☰/OK】.
2. Select "**Answer System**", then press 【▶】.
3. Select "**Settings**", then press 【▶】.
4. Select "**Remote Code**", then press 【▶】.
5. To turn on remote operation, enter a 3-digit remote access code.
   - To turn off remote operation, press 【✳】.
6. Press 【☰/OK】.
7. Press 【✂⏻】.

Note:
- You can also program this feature with the base unit (feature #11 on page 62).

Changing the ring setting in TAM/FAX mode
You can change the number of times the phone rings before the unit answers calls. You can select 2 to 7 rings, or "**Auto**".
"**Auto**": The unit answers after 2 rings when new messages have been recorded, and after 5 rings when there are no new messages. If you call your unit from outside to listen to new messages (page 59), you will know that there are no messages when the phone rings for the 3rd time. You can then hang up without being charged for the call.

1. Press 【☰/OK】.

2. Select "**Answer System**", then press **[▶]**.
3. Select "**Settings**", then press **[▶]**.
4. Select "**Number of Rings**", then press **[▶]**.
5. Select the desired setting, then press **[▶]**.
6. Press **[☎①]**.

Note:

- You can also program this feature with the base unit (feature #06 on page 62).

Selecting the caller's recording time

You can change the maximum message recording time allotted to each caller, or set the unit to greet callers but not record messages.

1. Press **[☰/OK]**.
2. Select "**Answer System**", then press **[▶]**.
3. Select "**Settings**", then press **[▶]**.
4. Select "**Recording Time**", then press **[▶]**.
5. Select the desired setting, then press **[▶]**.
6. Press **[☎①]**.

Note:

- You can also program this feature with the base unit (feature #10 on page 62).

Turning call screening on/off

While a caller is leaving a message, you can screen the call through the cordless handset speaker.

1. Press **[☰/OK]**.
2. Select "**Answer System**", then press **[▶]**.
3. Select "**Settings**", then press **[▶]**.
4. Select "**Call Screening**", then press **[▶]**.
5. Select "**On**" or "**Off**", then press **[▶]**.
6. Press **[☎①]**.

Note:

- You can also program this feature with the base unit (feature #67 on page 65).

Turning message alert on/off

This feature alerts you when new messages have been recorded. The base unit beeps slowly until you have listened to all new messages.

1. Press **[☰/OK]**.
2. Select "**Answer System**", then press **[▶]**.
3. Select "**Settings**", then press **[▶]**.
4. Select "**New Msg. Alert**", then press **[▶]**.
5. Select "**On**" or "**Off**", then press **[▶]**.
6. Press **[☎①]**.

Note:

- You can also program this feature with the base unit (feature #42 on page 64).

8.4 Operating from a remote location

You can call your unit from a remote location and access the answering machine.

Important:

- **Activate the remote operation feature by setting the remote operation ID beforehand (feature #11 on page 62).**
- **Set the unit to TAM/FAX mode before going out (page 49).**
- **Use a touch tone telephone for remote operations.**

Helpful hints:

- When you press a key, press firmly.
- **Please make a copy of the following table, and carry it with you when you go out.**

Answering machine remote operation			
1. Call your unit. **2.** Enter the remote operation ID during or after the TAM/FAX greeting message. **3.** Enter a remote command within 10 seconds.		【5】	Plays all messages
		【7】	Records greeting message
		【9】	Stops recording of the greeting message
Key	**Remote command**	【✳】【4】	Erases a specific message
【1】	Repeats a message	【✳】【5】	Erases all messages
【2】	Skips a message	【#】	Skips the greeting message
【4】	Plays new messages	【8】【0】	Turns OFF auto answer setting

8.4.1 Summary of remote operation

1 Call your unit.

2 During or after the TAM/FAX greeting message, enter the remote operation ID.
- A long beep will sound.

3 **When there are new recorded messages**

1. Short beep(s) will sound up to 8 times.
- This indicates the number of new messages.

2. New messages will be played back.

When there are no new messages
Short beep will not sound.

1. Press 【5】.

2. All the recorded messages will be played back.

4 Enter a remote command (page 59).

5 To end remote operation, hang up.

8.4.2 Remote operation using remote commands

【1】 Repeat (During playback)
- The current message is repeated.
- If pressed within 5 seconds of playback, the previous message will be played.

【2】 Skip (During playback)
- The current message is skipped. The next message is played.

【4】 New message playback
- New messages are played back.

【5】 All message playback
- All messages are played back.

【7】 Record greeting message
- Speak after the long beep and press 【9】 to stop the operation.

【9】 Stop
- Recording of the greeting message is stopped.

【✳】【4】 Erase a specific message (During playback)
- The current message is erased and the next message will be played.

【✳】【5】 Erase all messages
- All recorded messages are erased.

【#】 Skip greeting message
- The greeting message is skipped.

【8】【0】 Turn OFF auto answer setting
- The receive mode will be changed from TAM/FAX mode to TEL mode or TEL/FAX

mode depending on the setting of feature #73 (page 65).
- You cannot return to TAM/FAX mode in the same call.

To turn ON the auto answer setting

1. Call your unit and wait for 15 rings.
   - A beep will sound.
2. Enter the remote operation ID (feature #11 on page 62) within 8 seconds.
   - The auto answer setting will be turned ON. The receiving mode will be set to TAM/FAX or FAX ONLY mode, depending on the setting of feature #77 (page 65).
3. Hang up the handset.

Note:
- You cannot turn ON the auto answer setting in the following cases:
  – when the unit is set to TEL/FAX mode.
  – when the unit is set to TEL mode and night mode (feature #35 on page 33) is turned ON.

Recording a marker message

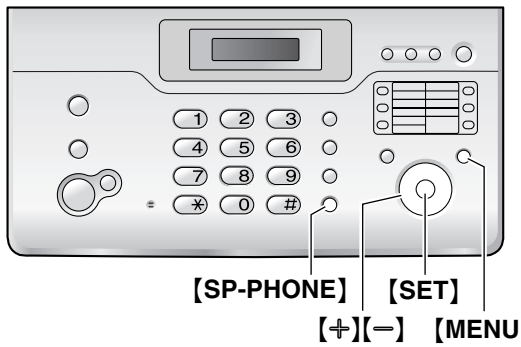
After playing back the messages, you can leave an additional message.

1. Wait about 10 seconds.
2. Leave a message after the beep.

Note:
- If you do not enter a remote command key within 10 seconds after the last operation, the unit will ask you to leave a marker message.

8.5 Pager call

This feature allows your unit to call your pager when your unit receives an incoming voice message.

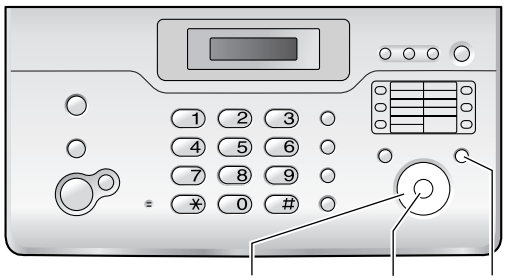


1. Press 【MENU】.
2. Press 【#】, then 【7】【0】.
3. Press 【+】 or 【−】 repeatedly to select "ON".
4. Press 【SET】.
5. Enter your pager number and/or pauses (up to 46 digits).
   Example:
   1 202 555 1234PP12345678PP5555#
   – **1 202 555 1234:** Your pager number
   – **PP:** Pauses
   – **12345678:** Your pager access code, if required.
   – **5555 (example):** Message you want displayed on your pager.
6. Press 【SET】.
   - The unit will dial the stored number.
7. Check that your pager received the pager test call.
8. Press 【SP-PHONE】, or wait for 10 seconds.

When your pager receives a pager call

Your pager will display the message you entered in step 5 (for example:5555).

9.1 Base unit programming



9.1.1 Programming basic features

1 Press **【MENU】**.

2 Select the feature you wish to program. Press **【◄】** or **【►】** repeatedly to display the desired feature.
- The current setting of the feature will be displayed.

3 Press **【+】** or **【−】** repeatedly to display the desired setting.
- This step may be slightly different depending on the feature.

4 Press **【SET】**.
- The setting you selected is set, and the next feature will be displayed.

5 To exit programming, press **【MENU】**.

9.1.2 Programming advanced features

1 Press **【MENU】**.

2 Press **【◄】** or **【►】** repeatedly to display "**ADVANCE SETTINGS**".

3 Press **【SET】**.

4 Select the feature you wish to program. Press **【◄】** or **【►】** repeatedly to display the desired feature.
- The current setting of the feature will be displayed.

5 Press **【+】** or **【−】** repeatedly to display the desired setting.
- This step may be slightly different depending on the feature.

6 Press **【SET】**.
- The setting you selected is set, and the next feature will be displayed.

7 To exit programming, press **【MENU】** at any time.

To program by entering the program code number directly

You can select a feature by directly entering its program code (# and a 2-digit number) instead of using **【◄】** or **【►】**.

1. Press **【MENU】**.

2. Press **【#】** and the 2-digit code (page 62 to page 66).

3. Press **【+】** or **【−】** repeatedly to display the desired setting.
- This step may be slightly different depending on the feature.

4. Press **【SET】**.

5. To exit programming, press **【MENU】**.

To cancel programming

Press **【MENU】** to exit.

9.2 Basic features

Code #01: Setting the date and time

```
SET DATE & TIME
      PRESS SET
```

See page 20 for details.

Code #02: Setting your logo

```
YOUR LOGO
      PRESS SET
```

See page 21 for details.

Code #03: Setting your fax number

```
YOUR FAX NO.
      PRESS SET
```

See page 23 for details.

Code #04: Printing a sending report

```
SENDING REPORT
=ERROR        [±]
```

To print a sending report for fax transmission results (page 40).
"**ERROR**" (default): A sending report will be printed only when fax transmission fails.
"**ON**": A sending report will be printed after every transmission.
"**OFF**": The sending reports will not be printed.

Code #06: Changing the ring setting in FAX ONLY mode

```
FAX RING COUNT
RINGS=2       [±]
```

To change the number of rings before the unit answers a call in FAX ONLY mode.
You can select "**1**", "**2**" (default), "**3**", "**4**", "**5**", "**6**", "**7**", "**8**" or "**9**".

Note:

- Set feature #77 to "**FAX ONLY**" (page 65) beforehand.

Code #06: Changing the ring setting in TAM/FAX mode

```
TAM RING COUNT
RINGS=2       [±]
```

To change the number of rings before the unit answers a call in TAM/FAX mode. You can select "**2**" (default), "**3**", "**4**", "**5**", "**6**", "**7**" or "**AUTO**".
See page 49 for details.

Note:

- Set feature #77 to "**TAM/FAX**" (page 65) beforehand.

Code #10: Changing the maximum recording time for incoming messages

```
RECORDING TIME
=3 MINUTES    [±]
```

"**1 MINUTE**": Up to 1 minute.
"**3 MINUTES**" (default): Up to 3 minutes.
"**GREET ONLY**": The unit plays the greeting message but does not record caller messages.

Code #11: Setting the remote operation ID

```
REMOTE TAM ID
ID=
```

A 3-digit remote operation ID must be entered when operating the answering system remotely. This ID prevents unauthorised parties from listening to your messages remotely. After you store your remote operation ID, remote operation is possible.

1. Press **[MENU]**.
2. Press **[#]**, then **[1][1]**.
3. To activate the remote operation feature, enter a 3-digit remote operation ID.
   - To deactivate the remote operation feature, press **[*]**.
4. Press **[SET]**.
5. Press **[MENU]**.

Code #13: Setting the dialling mode

```
DIALLING MODE
=TONE         [±]
```

"**PULSE**"
"**TONE**" (default)
See page 19 for details.

Code #17: Setting the ring tone for outside calls

```
EXT. RINGTONE
=RINGTONE 1   [±]
```

To set the base unit ring tone from one of 6 tones for outside calls. You can select "**RINGTONE 1**" (default), "**RINGTONE 2**", "**RINGTONE 3**", "**RINGTONE 4**", "**RINGTONE 5**" or "**RINGTONE 6**".

Note:

- To set the cordless handset ring tone, see page 70.

9.3 Advanced features

Code #22: Setting the journal report to print automatically

```
AUTO JOURNAL
=ON              [±]
```

"ON" (default): The unit will print a journal report automatically after every 30 new fax transmissions and receptions (page 40).
"OFF": The unit will not print a journal report, but will keep a record of the last 30 fax transmissions and receptions.

Code #23: Sending documents overseas

```
OVERSEAS MODE
=ERROR           [±]
```

If you cannot send a fax overseas even if the number is correct and the line is connected, activate this feature before sending the fax. This feature improves the reliability by reducing the transmission speed.
"ERROR" (default): When the previous fax transmission fails and you wish to re-send the document.
"NEXT FAX": This setting is effective only for the next attempted fax transmission. After transmission, the unit will return to the previous setting.
"OFF": Deactivates this feature.

Note:

- This feature is not available for broadcast transmission.
- Calling charges may be higher than usual.

Code #25: Sending a fax at a specific time

```
DELAYED SEND
=OFF             [±]
```

This feature allows you to take advantage of low-cost calling hours offered by your telephone company. This feature can be set up to 24 hours in advance of the desired time.

To send a document:

1. Insert the document.
2. If necessary, press 【+】 or 【−】 repeatedly to select the desired resolution (page 40).
3. Press 【MENU】.
4. Press 【#】 then 【2】【5】.
5. Press 【+】 or 【−】 repeatedly to select "ON".
6. Press 【SET】.
7. Enter the fax number.
8. Press 【SET】.
9. Enter the transmission start time.
   - If you select 12-hour time entry when you set the date and time (page 20), press 【*】 repeatedly to select "AM" or "PM".
   - If you selected 24-hour time entry when you set the date and time (page 20), the time is set using 24-hour time entry.
10. Press 【SET】.
11. Press 【MENU】.

Note:

- To cancel after programming, press 【STOP】 then 【SET】.

Code #26: Setting the caller information list to print automatically

```
AUTO CALL. LIST
=OFF              [±]
```

"ON": The caller information list will be printed automatically each time the unit logs 30 callers (page 35).
"OFF" (default): The caller information list will not be printed, but the unit will keep a record of the information for the last 30 callers.

Code #28: Setting call bar

```
CALL BAR
      PRESS SET
```

This feature prohibits making outside calls with the base unit. When call bar is turned ON, only intercom calls and emergency calls can be made. To store emergency numbers, see page 73.

1. Press 【MENU】.
2. Press 【#】, then 【2】【8】.
3. Press 【SET】.
4. Enter "0000" (default base unit PIN).
   - If you changed the PIN, enter it (page 73).
5. Press 【+】 or 【−】 repeatedly to select "ON".
6. Press 【SET】.
7. Press 【MENU】.

Note:

- When call bar is turned ON, is displayed on the base unit.
- To prohibit making outside calls with the cordless handset, see page 71.

Code #31: Activating the Distinctive Ring feature

```
DISTINCTIVE RING
=OFF              [±]
```

See page 52 for details.

Code #35: Setting the night mode

```
NIGHT MODE
      PRESS SET
```

See page 33 for details.

Code #36: Receiving oversized documents

```
RCV REDUCTION
=ON           [±]
```

To slightly reduce the received fax image when printing, so that the received document will be approximately the same length as the original document.
"ON" (default): The received fax image will be printed slightly smaller than the original image.
"OFF": Deactivates this feature. The received fax image will be printed at the same size as the original image.

Note:

- An slight margin will be added to the printed documents, and therefore if this feature is turned OFF, the received document will be slightly longer than the original document.

Code #39: Changing the display contrast

```
LCD CONTRAST
=NORMAL       [±]
```

"NORMAL" (default): For normal contrast.
"DARKER": Used when the display contrast is too light.

Code #41: Changing the fax activation code

```
FAX ACTIVATION
=ON           [±]
```

If you wish to use the cordless handset (page 47) or an extension telephone (page 47) to receive faxes, activate this feature and program the activation code.

1. Press **[MENU]**.
2. Press **[#]**, then **[4][1]**.
3. Press **[+]** or **[−]** repeatedly to select "ON".
4. Press **[SET]**.
5. Enter your code (2 to 4 digits) using the dial keys **[0]**–**[9]**, **[*]** and **[#]**.
   - The default code is "***9".
   - Do not enter "0000".
   - This activation code will be required when receiving faxes using an extension telephone (page 47).
6. Press **[SET]**.
7. Press **[MENU]**.

Code #42: Setting the message alert

```
MESSAGE ALERT
=OFF           [±]
```

To alert you when a new voice message is recorded. The unit beeps slowly until you listen to the recorded messages.
"ON": You will be alerted to new messages by a beeping sound.
"OFF" (default): Deactivates this feature.

Code #44: Setting the memory reception alert

```
RECEIVE ALERT
=ON            [±]
```

To alert you with a beeping sound when a received fax document is stored into memory due to some existing problem.
The slow beeps will continue until you clear the printing problem and make sure the unit is supplied with enough paper to print the stored document.
"ON" (default): You will be alerted to a reception problem by a beeping sound.
"OFF": Deactivates this feature.

Code #46: Setting friendly reception

```
FRIENDLY RCV
=ON            [±]
```

To receive a fax automatically when you answer a call and hear a fax calling tone (slow beep).
"ON" (default): You do not have to press **[FAX/START]** for fax reception.
"OFF": You have to press **[FAX/START]** for fax reception.

Code #49: Setting the auto disconnection

```
AUTO DISCONNECT
=ON            [±]
```

To answer a call with an extension telephone in TAM/FAX mode (page 50) and TEL/FAX mode (page 48), activate this feature and program the code.

1. Press **[MENU]**.
2. Press **[#]**, then **[4][9]**.
3. Press **[+]** or **[−]** repeatedly to select "ON".
4. Press **[SET]**.
5. Enter your code (2–4 digits) using the dial keys **[0]**–**[9]** and **[*]**.
   - The default code is "*0".
6. Press **[SET]**.
7. Press **[MENU]**.

Note:

- To use this feature, connect the extension telephone to a wall jack on the same line.

Code #54: Changing the recording time for your TAM/FAX greeting message

```
GREETING TIME
=16s          [±]
```

"**16s**" (default): Maximum recording time is 16 seconds.
"**60s**": Maximum recording time is 60 seconds.
See page 54 for details.

Code #55: Setting the greeting message

```
TAM GREETING
RECORD        [±]
```

See page 54 for details.

Code #58: Setting the scan contrast

```
SCAN CONTRAST
=NORMAL       [±]
```

To send or copy a document with faint or dark writing, set this feature before starting transmission or copying.
"**NORMAL**" (default): Used for normal writing.
"**LIGHT**": Used for dark writing.
"**DARKER**": Used for faint writing.

- This feature is not valid if you select "**PHOTO**" resolution for sending (page 40) or copying (page 53) a document.

Code #59: Setting the print contrast

```
PRINT CONTRAST
=NORMAL       [±]
```

To adjust the darkness of received or copied documents.
"**NORMAL**" (default): Normal contrast.
"**DARKER**": Darker contrast.

Code #67: Setting the call screening

```
CALL SCREENING
=ON           [±]
```

To select whether the greeting message and an incoming message are heard through the unit's speaker when the unit answers a call and records a message.
"**ON**" (default): You can screen the greeting message and an incoming call.
"**OFF**": Deactivates this feature.

Code #70: Calling your pager

```
PAGER CALL
=OFF          [±]
```

See page 60 for details.

Code #72: Setting recall (flash) time

```
RECALL TIME
=400msec      [±]
```

The flash time depends on your telephone exchange or host PBX.
"**80msec**": 80 msec
"**90msec**": 90 msec
"**100msec**": 100 msec
"**110msec**": 110 msec
"**160msec**": 160 msec
"**200msec**": 200 msec
"**250msec**": 250 msec
"**300msec**": 300 msec
"**400msec**" (default): 400 msec
"**600msec**": 600 msec
"**700msec**": 700 msec
"**900msec**": 900 msec

Note:

- If the unit is connected via a PBX, PBX functions (transferring a call etc.) might not work correctly. Consult your PBX supplier for the correct setting.

Code #73: Changing the receiving mode in the manual answer setting

```
MANUAL ANSWER
=TEL          [±]
```

"**TEL**" (default): Telephone mode (page 47)
"**TEL/FAX**": Telephone/Fax mode (page 48)

Code #76: Setting the connecting tone

```
CONNECTING TONE
=ON           [±]
```

If you often have trouble when sending faxes, this feature allows you to hear connecting tones: fax tone, ring back tone and busy tone. You can use these tones to confirm the status of the other party's machine.
"**ON**" (default): You will hear connecting tones.
"**OFF**": Deactivates this feature.

Note:

- If the ring back tone continues, the other party's machine may not be a fax machine or may have run out of paper. Check with the other party.
- The connecting tone volume cannot be adjusted.

Code #77: Changing the receiving mode in the auto answer setting

```
AUTO ANSWER
=TAM/FAX      [±]
```

“TAM/FAX” (default): Telephone Answering Machine/Fax mode (page 49)
“FAX ONLY”: FAX only mode (page 50)

Code #78: Changing the TEL/FAX delayed ring setting

```
TEL/FAX RING
RINGS=2       [±]
```

If you use an extension telephone in TEL/FAX mode, select the desired number of times the extension telephone rings before the unit answers the call. You can select “1”, “2” (default), “3”, “4”, “5”, “6”, “7”, “8” or “9”. See page 48 for details.

Code #80: Resetting advanced features to their default settings

```
SET DEFAULT
RESET=NO      [±]
```

To reset the advanced features:

1. Press **[MENU]**.
2. Press **[#]**, then **[8][0]**.
3. Press **[+]** or **[−]** repeatedly to select “YES”.
4. Press **[SET]**.
5. Press **[SET]** again.

9.4 Direct commands for programming features

You can also select the desired setting by directly entering the program code (# and a 2-digit number) and direct command.
For more details on the features, see page 62 to page 66.

1. Press **[MENU]**.
2. Press **[#]** and the 2-digit code number.
3. Press the desired direct command to display the desired setting.
   - This step may be slightly different depending on the feature.
4. Press **[SET]**.
5. To exit programming, press **[MENU]**.

9.4.1 Program code and direct command button

[#][0][1] Date and time
- Enter the date and time using the dial keypad. See page 20 for details.

[#][0][2] Your logo
- Enter your logo using the dial keypad. See page 21 for details.

[#][0][3] Your fax number
- Enter your fax number using the dial keypad. See page 23 for details.

[#][0][4] Sending report
– **[1]**: “ON”
– **[2]**: “OFF”
– **[3]**: “ERROR” (default)

[#][0][6] FAX ring count
– **[1]**: “1”
– **[2]**: “2” (default)
– **[3]**: “3”
– **[4]**: “4”
– **[5]**: “5”
– **[6]**: “6”
– **[7]**: “7”
– **[8]**: “8”
– **[9]**: “9”

[#][0][6] TAM ring count
– **[0]**: “AUTO”
– **[2]**: “2” (default)
– **[3]**: “3”

– 【4】: “4”
– 【5】: “5”
– 【6】: “6”
– 【7】: “7”

【#】【1】【0】 Message recording time
– 【1】: “1 MINUTE”
– 【2】: “GREET ONLY”
– 【3】: “3 MINUTES” (default)

【#】【1】【1】 Remote operation ID
- Enter a 3-digit number to activate the remote operation feature. To deactivate the remote operation feature, press 【✳】.

【#】【1】【3】 Dialling mode
– 【1】: “PULSE”
– 【2】: “TONE” (default)

【#】【1】【7】 External ring tone
– 【1】: “RINGTONE 1” (default)
– 【2】: “RINGTONE 2”
– 【3】: “RINGTONE 3”
– 【4】: “RINGTONE 4”
– 【5】: “RINGTONE 5”
– 【6】: “RINGTONE 6”

【#】【2】【2】 Automatic journal report
– 【1】: “ON” (default)
– 【2】: “OFF”

【#】【2】【3】 Overseas mode
– 【1】: “NEXT FAX”
– 【2】: “OFF”
– 【3】: “ERROR” (default)

【#】【2】【5】 Delayed transmission
– 【1】: “ON”
– 【2】: “OFF” (default)
- If you select “ON”, next enter the fax number and transmission time using the dial keypad (see feature #25 on page 63 for details).

【#】【2】【6】 Automatic caller information list
– 【1】: “ON”
– 【2】: “OFF” (default)

【#】【2】【8】 Call bar
– 【1】: “ON”
– 【2】: “OFF” (default)
- The base unit PIN is required to turn call bar ON/OFF.

【#】【3】【1】 Distinctive Ring
– 【1】: “ON”
– 【2】: “OFF” (default)

【#】【3】【5】 Night mode
- See page 33 for details.

【#】【3】【6】 Receiving reduction
– 【1】: “ON” (default)
– 【2】: “OFF”

【#】【3】【9】 Display contrast
– 【1】: “NORMAL” (default)
– 【2】: “DARKER”

【#】【4】【1】 Fax activation code
– 【1】: “ON” (default)
– 【2】: “OFF”
- If you select “ON”, next enter your 2 to 4 digit code using 【0】–【9】, 【✳】 and 【#】.

【#】【4】【2】 Message alert
– 【1】: “ON”
– 【2】: “OFF” (default)

【#】【4】【4】 Memory reception alert
– 【1】: “ON” (default)
– 【2】: “OFF”

【#】【4】【6】 Friendly reception
– 【1】: “ON” (default)
– 【2】: “OFF”

【#】【4】【9】 Auto disconnection
– 【1】: “ON” (default)
– 【2】: “OFF”

【#】【5】【4】 Greeting recording time
– 【1】: “16s” (default)
– 【2】: “60s”

【#】【5】【5】 Greeting message
– 【1】: “RECORD” (default)
– 【2】: “CHECK”
– 【3】: “ERASE”

【#】【5】【8】 Scan contrast
– 【1】: “NORMAL” (default)
– 【2】: “LIGHT”
– 【3】: “DARKER”

【#】【5】【9】 Print contrast
– 【1】: “NORMAL” (default)
– 【2】: “DARKER”

【#】【6】【7】 Call screening
– 【1】: “ON” (default)
– 【2】: “OFF”

【#】【7】【0】 Pager call
– 【1】: “ON”

– 【2】: “OFF” (default)

- See page 60 for details.

【#】【7】【2】 Recall (Flash) time
– 【0】: “80msec”
– 【1】: “90msec”
– 【2】: “100msec”
– 【3】: “110msec”
– 【4】: “160msec”
– 【5】: “200msec”
– 【6】: “250msec”
– 【7】: “300msec”
– 【8】: “400msec” (default)
– 【9】: “600msec”
– 【✳】: “700msec”
– 【#】: “900msec”

【#】【7】【3】 Manual receive mode
– 【1】: “TEL” (default)
– 【2】: “TEL/FAX”

【#】【7】【6】 Connecting tone
– 【1】: “ON” (default)
– 【2】: “OFF”

【#】【7】【7】 Auto answer
– 【1】: “TAM/FAX” (default)
– 【2】: “FAX ONLY”

【#】【7】【8】 TEL/FAX ring setting
– 【1】: “1”
– 【2】: “2” (default)
– 【3】: “3”
– 【4】: “4”
– 【5】: “5”
– 【6】: “6”
– 【7】: “7”
– 【8】: “8”
– 【9】: “9”

【#】【8】【0】 Set default
– 【1】: “YES”
– 【2】: “NO”

- If you select “YES”, press 【SET】 2 times.

9.5 Cordless handset programming

- When customising, the current item or setting is indicated by ▸.

Menu	Sub-menu	Sub-menu 2	Default setting	Page
"Time Settings"	"Set Date & Time"		----------	page 20
	"Alarm"		"Off"	page 70
"Ringer Setup"	"Ringer Volume"		Maximum	page 18
	"Ext. Ringtone"		"Ringtone 1"	page 70
	"Int. Ringtone"		"Ringtone 1"	page 70
	"Night Mode"	"Start/End"	23:00/06:00	page 33
		"On/Off"	"Off"	page 33
		"Ring Delay"	"60 sec."	page 33
		"Select Category"	----------	page 33
"Display Setup"	"Standby Display"		"Off"	page 70
	"Select Language"		"English"	page 71
	"Contrast"		Level 3	page 71
"Call Options"	"Call Bar"		----------	page 71
	"Auto Talk"		"Off"	page 71
"Registration"	"Register H.set"		----------	page 75
"Select Base"	----------		"Auto"	page 76
"Other Options"	"Handset PIN"		"0000"	page 71
	"Keytones"		"On"	page 71
	"Reset Handset"		----------	page 72

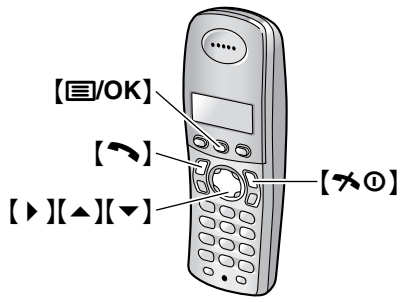
Using the base unit PIN

Menu	Sub-menu	Sub-menu 2	Default setting	Page
"Call Options"	"Dial Mode"		"Tone"	page 19
	"Recall"		"400 msec."	page 72
	"Pause Length"		"3 sec."	page 72
	"Emergency No."		"999"	page 73
	"Call Restrict"		----------	page 73
	"Call Bar"		"Off"	page 73
"Other Options"	"Base Unit PIN"		"0000"	page 73
	"Repeater Mode"		"Off"	page 76
	"Reset Base"		----------	page 74

Note:

- Up to 3 menu items can be displayed at a time. To select a menu item not shown on the current page, scroll up or down by pressing the navigator key, 【▲】 or 【▼】, respectively.

9.5.1 Programmable functions



Helpful hints:

- To exit programming, press 【】 at any time.

9.5.2 Alarm

Setting alarm

An alarm will sound for 3 minutes at the set time once or daily.

Set the date and time beforehand (page 20).

1. Press 【/OK】.
2. Select "**Handset Setup**", then press 【】.
3. Select "**Time Settings**", then press 【】.
4. Select "**Alarm**", then press 【】 2 times.
5. Select an alarm mode, then press 【】.
   - "**Once**": The alarm will sound once at the set time. Enter the desired day and month by selecting 2 digits for each.
   - "**Daily**": An alarm will sound daily at the set time.
   - "**Off**" (default): Turns the alarm OFF. Press 【】 again, then press 【】 to finish.
6. Enter the desired hour and minute by selecting 2 digits for each.
   - You can select "**AM**", "**PM**" or 24-hour time entry by pressing 【】 repeatedly.
7. Press 【/OK】.
8. Select the ring tone that will sound at the set time, then press 【】.
9. Select "**Save**", then press 【】.
10. Press 【】.

Note:

- To stop the alarm, press any dial key.
- When the cordless handset is in talk or intercom mode, the alarm will not sound until the call has ended.
- Alarm volume depends on cordless handset ringer volume (page 18).
- The alarm will sound at the set time even when the ringer is turned OFF.
- If you select "**Once**", the setting will be changed to "**Off**" after the alarm sounds.

9.5.3 Ringer options

Changing ring tones

You can choose the ring tone used by the cordless handset.

"**Ext. Ringtone**": Selects the ring tone for outside calls.

"**Int. Ringtone**": Selects the ring tone for intercom calls.

1. Press 【/OK】.
2. Select "**Handset Setup**", then press 【】.
3. Select "**Ringer Setup**", then press 【】.
4. Select the desired item, then press 【】.
5. Select the desired ring tone, then press 【】.
6. Press 【】.

Note:

- If you select one of the melody ring tones, the ring tone will continue to sound for several seconds if the caller hangs up before you answer. You may hear a dial tone or no one on the line when you answer a call.
- The preset melodies in this product are used with permission of © 2004 M-ZoNE Co., Ltd.
- To set the base unit ring tone, see feature #17 on page 62.

9.5.4 Display setup

Selecting the standby mode display

"**Base Number**": The current base unit number is displayed.

"**Handset Number**": The current cordless handset number is displayed.

"**Off**" (default): Only the current date and time are displayed.

1. Press 【/OK】.
2. Select "**Handset Setup**", then press 【】.
3. Select "**Display Setup**", then press 【】.
4. Select "**Standby Display**", then press 【】.
5. Select the desired setting, then press 【】.
6. Press 【】.

Note:

- If "**Base Number**" is selected and the current base unit number is 2, "**-2-**" is displayed.

- If "**Handset Number**" is selected and the current cordless handset number is 2, "**[2]**" is displayed.

Changing the display language

1. Press **[▤/OK]**.
2. Select "**Handset Setup**", then press **[▶]**.
3. Select "**Display Setup**", then press **[▶]**.
4. Select "**Select Language**", then press **[▶]**.
5. Select the desired language, then press **[▶]**.
6. Press **[OFF]**.

Note:

- If you select a language you cannot read, press **[OFF]**, **[▤/OK]**, press **[▲]** 2 times, press **[▶]**, press **[▼]** 2 times, press **[▶]**, press **[▼]**, press **[▶]**, select the desired language, then press **[▶]**. Press **[OFF]**.

Changing the display contrast

1. Press **[▤/OK]**.
2. Select "**Handset Setup**", then press **[▶]**.
3. Select "**Display Setup**", then press **[▶]**.
4. Select "**Contrast**", then press **[▶]**.
5. Press **[▲]** or **[▼]** repeatedly to select the desired contrast, then press **[▶]**.
6. Press **[OFF]**.

9.5.5 Call options

Setting call bar for the cordless handset

This feature prohibits making outside calls with the cordless handset. When call bar is turned ON, only intercom calls and emergency calls can be made. To store emergency numbers, see page 73.

1. Press **[▤/OK]**.
2. Select "**Handset Setup**", then press **[▶]**.
3. Select "**Call Options**", then press **[▶]**.
4. Select "**Call Bar**", then press **[▶]**.
5. Enter "**0000**" (default cordless handset PIN).
   - If you changed the PIN, enter it (page 71).
6. Select "**On**" or "**Off**" (default), then press **[▶]**.
7. Press **[OFF]**.

Note:

- When call bar is turned on, is displayed.

Setting auto talk

When this feature is turned ON, you can answer calls simply by lifting the cordless handset off the charger. You do not need to press **[TALK]**.

1. Press **[▤/OK]**.
2. Select "**Handset Setup**", then press **[▶]**.
3. Select "**Call Options**", then press **[▶]**.
4. Select "**Auto Talk**", then press **[▶]**.
5. Select "**On**" or "**Off**" (default), then press **[▶]**.
6. Press **[OFF]**.

9.5.6 Other options

Changing the cordless handset PIN (personal identification number)

For security, the cordless handset PIN must be entered when changing certain settings. The default PIN is "**0000**".

Important:

- **If you change the PIN, please make note of your new PIN. The unit will not reveal the PIN to you. If you forget your PIN, consult your nearest Panasonic service centre.**

1. Press **[▤/OK]**.
2. Select "**Handset Setup**", then press **[▶]**.
3. Select "**Other Options**", then press **[▶]**.
4. Select "**Handset PIN**", then press **[▶]**.
5. Enter the current 4-digit cordless handset PIN.
6. Enter the new 4-digit cordless handset PIN, then press **[▤/OK]**.
7. Press **[OFF]**.

Setting key tone

You can select whether or not key tones are heard when keys are pressed. Includes confirmation tones and error tones.

1. Press **[▤/OK]**.
2. Select "**Handset Setup**", then press **[▶]**.
3. Select "**Other Options**", then press **[▶]**.
4. Select "**Keytones**", then press **[▶]**.
5. Select "**On**" (default) or "**Off**", then press **[▶]**.
6. Press **[OFF]**.

Note:

- If key tones are turned off, error tones will not sound when you enter the wrong PIN or when memory is full.

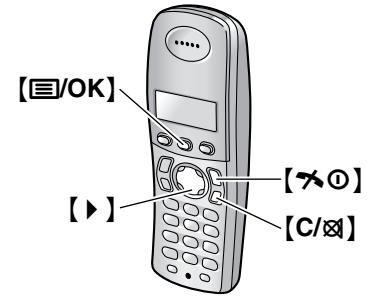
Resetting the cordless handset to its default settings

1. Press 【▤/OK】.
2. Select “**Handset Setup**”, then press 【▶】.
3. Select “**Other Options**”, then press 【▶】.
4. Select “**Reset Handset**”, then press 【▶】.
5. Enter “**0000**” (default cordless handset PIN).
   - If you changed the PIN, enter it (page 71).
6. Select “**Yes**”, then press 【▶】.
7. Press 【✆⏻】.

Note:

- The following items will be deleted or reset to their default settings:
  - Settings listed on page 69 (not including items using the base unit PIN)
  - Redial list
  - Voice enhancer
  - Category names
  - Category ring tones
- The following items will be retained:
  - Cordless handset phonebook items (category names and ring tones will be reset to their default settings.)
  - Date and time

9.5.7 Programmable functions using the base unit PIN



Helpful hints:

- To exit programming, press 【✆⏻】 at any time.

9.5.8 Call Options

Changing the recall (flash) time

Change the flash time of the cordless handset, if necessary, depending on the requirements of your service provider or PBX.

1. Press 【▤/OK】.
2. Select “**Base Unit Setup**”, then press 【▶】.
3. Enter “**0000**” (default base unit PIN).
   - If you changed the PIN, enter it (page 73).
4. Select “**Call Options**”, then press 【▶】.
5. Select “**Recall**”, then press 【▶】.
6. Select the desired setting, then press 【▶】.
7. Press 【✆⏻】.

Setting pause length

Change the pause length of the cordless handset, if necessary, depending on the requirements of your service provider or PBX.

1. Press 【▤/OK】.
2. Select “**Base Unit Setup**”, then press 【▶】.
3. Enter “**0000**” (default base unit PIN).
   - If you changed the PIN, enter it (page 73).
4. Select “**Call Options**”, then press 【▶】.
5. Select “**Pause Length**”, then press 【▶】.
6. Select the desired setting, then press 【▶】.
7. Press 【✆⏻】.

Storing/changing emergency numbers

These settings determine which telephone numbers can be dialled while the call bar feature is ON (page 71).

1. Press **【☰/OK】**.
2. Select "**Base Unit Setup**", then press **【▶】**.
3. Enter "**0000**" (default base unit PIN).
   - If you changed the PIN, enter it (page 73).
4. Select "**Call Options**", then press **【▶】**.
5. Select "**Emergency No.**", then press **【▶】**.
6. Select a memory location, then press **【▶】**.
   - If the memory location already contains an emergency number, the number is displayed.
7. Enter/edit the number, then press **【☰/OK】**.
   - To erase an emergency number, press and hold **【C/⊠】**.
8. Press **【↩⏻】**.

Setting call restriction

You can restrict selected cordless handsets from dialling certain numbers. You can assign up to 6 phone numbers to be restricted, and select which cordless handsets will be restricted. Storing area codes here will prevent the restricted cordless handsets from dialling any phone number in that area code. If a restricted number is dialled, the call will not be connected and the restricted number will flash on the display.

1. Press **【☰/OK】**.
2. Select "**Base Unit Setup**", then press **【▶】**.
3. Enter "**0000**" (default base unit PIN).
   - If you changed the PIN, enter it (page 73).
4. Select "**Call Options**", then press **【▶】**.
5. Select "**Call Restrict**", then press **【▶】**.
6. Set which cordless handsets will be restricted by pressing the desired cordless handset number.
   - All the registered cordless handset numbers will be displayed.
   - Flashing numbers indicate call restriction is turned ON for the corresponding cordless handset.
   - To turn call restriction OFF for a cordless handset, press the number again. The number will stop flashing.
7. Press **【☰/OK】**.
8. Select a memory location, then press **【▶】**.
   - If the memory location already contains a restricted number, the number is displayed.
9. Enter the phone number or area code to be restricted (up to 8 digits), then press **【☰/OK】**.
   - To erase a restricted number, press **【C/⊠】**.
10. Press **【↩⏻】**.

Setting call bar for the base unit

This feature prohibits making outside calls with the base unit. When call bar is turned ON, only intercom calls and emergency calls can be made. To store emergency numbers, see page 73.

1. Press **【☰/OK】**.
2. Select "**Base Unit Setup**", then press **【▶】**.
3. Enter "**0000**" (default base unit PIN).
   - If you changed the PIN, enter it (page 73).
4. Select "**Call Options**", then press **【▶】**.
5. Select "**Call Bar**", then press **【▶】**.
6. Select "**On**" or "**Off**" (default), then press **【▶】**.
7. Press **【↩⏻】**.

Note:

- When call bar is turned on, is displayed on the base unit.

9.5.9 Other options

Changing the base unit PIN (personal identification number)

For security, the base unit PIN must be entered when changing certain settings. The default PIN is "**0000**".

Important:

- **If you change the PIN, please make note of your new PIN. The unit will not reveal the PIN to you. If you forget your PIN, consult your nearest Panasonic service centre.**

1. Press **【☰/OK】**.
2. Select "**Base Unit Setup**", then press **【▶】**.
3. Enter "**0000**" (default base unit PIN).
   - If you changed the PIN, enter it.
4. Select "**Other Options**", then press **【▶】**.
5. Select "**Base Unit PIN**", then press **【▶】**.
6. Enter the new 4-digit base unit PIN, then press **【☰/OK】**.

7. Press 【✆】.

Resetting cordless handset programming that uses the base unit PIN

Cordless handset programming that uses the base unit PIN will be reset (page 69).

1. Press 【☰/OK】.
2. Select "**Base Unit Setup**", then press 【▶】.
3. Enter "**0000**" (default base unit PIN).
   - If you changed the PIN, enter it (page 73).
4. Select "**Other Options**", then press 【▶】.
5. Select "**Reset Base**", then press 【▶】.
6. Select "**Yes**", then press 【▶】.
7. Press 【✆】.

Note:

- The repeater mode will be retained (page 76).

10.1 Operating additional units

10.1.1 Additional cordless handsets

Up to 6 cordless handsets can be registered to a single base unit. Additional cordless handsets, for example, will allow you to have an intercom call with another cordless handset while the third cordless handset is on an outside call. See page 5 for accessory information.

10.1.2 Additional base units

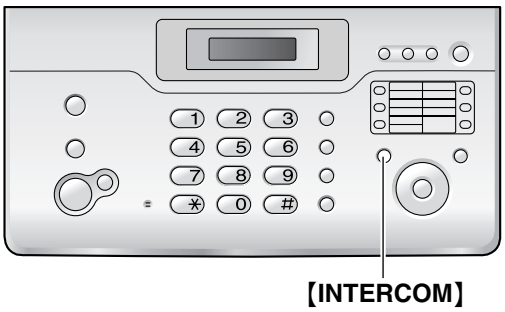
Cordless handsets can be registered to up to 4 base units, allowing you to add additional base units and extend the area in which your cordless handset(s) can be used. If a cordless handset moves out of range of its base unit when "**Auto**" is selected on base unit selection (page 76), it will look for another base unit to make or receive calls. Each base unit forms 1 radio cell.

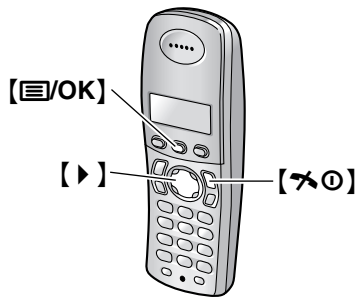
Note:

- Calls will be disconnected when the cordless handset moves from one radio cell to another.
- Intercom calls and call transfers are only possible between cordless handsets in the same radio cell.

10.2 Registering a cordless handset to a base unit

The included cordless handset and base unit are preregistered. After purchasing an additional cordless handset, register it to the base unit. Ensure that the additional cordless handset is switched ON. If it is not ON, press and hold 【☎】 for few seconds to turn the cordless handset ON.





1 Press 【▶】.

2 Select "**Handset Setup**", then press 【▶】.

3 Select "**Registration**", then press 【▶】 2 times.

4 Press and hold 【INTERCOM】 on the base unit for about 3 seconds, until the registration tone sounds.
- If "**INTERNAL CALL**" is displayed, press 【INTERCOM】, then repeat this step.
- After pressing 【INTERCOM】, the rest of this procedure must be completed within 1 minute.

5 Select a base unit number, then press 【▶】.
- This number is used by the cordless handset as a reference only.

6 Wait until "**Enter Base PIN**" is displayed, then enter "**0000**" (default base unit PIN), then press **[/OK]**.
- If you changed the PIN, enter it (page 73).
- When the cordless handset has been registered successfully, will stop flashing. If key tones are turned ON (page 71), a confirmation tone will be heard.

10.2.1 Selecting a base unit

When "**Auto**" is selected, the cordless handset will automatically use any available base unit it is registered to. When a specific base unit is selected, the cordless handset will make and receive calls using that base unit only. If the cordless handset is out of range of that base unit, no calls can be made or received.

1 Press **[/OK]**.

2 Select "**Handset Setup**", then press **[ ]**.

3 Select "**Select Base**", then press **[ ]**.

4 Select the desired base unit number, or "**Auto**", then press **[ ]**.
- The cordless handset starts searching for the base unit.

10.2.2 Cancelling a cordless handset

A cordless handset can cancel its own registration (or the registration of another cordless handset) that is stored in the base unit. This will allow the base unit to forget the cordless handset.

1 Press **[/OK]**.

2 Select "**Base Unit Setup**", then press **[ ]**.

3 Enter "**0000**" (default base unit PIN).
- If you changed the PIN, enter it (page 73).

4 Enter "**335**".

5 Select "**Cancel Handset**", then press **[ ]**.
- The numbers of all cordless handsets registered to the base unit are displayed.

6 Select the cordless handset(s) you want to cancel, by pressing the desired cordless handset number.
- The selected cordless handset number(s) will flash.
- To cancel a selected cordless handset number, press the number again. The number will stop flashing.

7 Press **[/OK]**.

8 Select "**Yes**", then press **[ ]**.

10.2.3 Cancelling a base unit

A cordless handset can cancel a base unit that it is registered to. This allows the cordless handset to forget the base unit.

1 Press **[/OK]**.

2 Select "**Handset Setup**", then press **[ ]**.

3 Select "**Registration**", then press **[ ]**.

4 Enter "**335**".

5 Select "**Cancel Base**", then press **[ ]**.

6 Enter "**0000**" (default cordless handset PIN).
- If you changed the PIN, enter it (page 71).

7 Select the base unit(s) you want to cancel, by pressing the desired base unit number.
- The selected base unit number(s) will flash.
- To cancel a selected base unit number, press the number again. The number will stop flashing.

8 Press **[/OK]**.

9 Select "**Yes**", then press **[ ]**.

10 Press **[ ]**.

Note:
- To register the cordless handset to another base unit or to the same base unit again, see page 75.

10.2.4 Increasing the range of the base unit

You can increase the range of the base unit by using a DECT repeater. Please use only Panasonic DECT repeater. See page 5 for accessory information.

Important:
- **Before registering the repeater to this base unit, you must turn the repeater mode ON.**

Setting the repeater mode

1. Press **[/OK]**.
2. Select "**Base Unit Setup**", then press **[ ]**.
3. Enter "**0000**" (default base unit PIN).
   - If you changed the PIN, enter it (page 73).
4. Select "**Other Options**", then press **[ ]**.

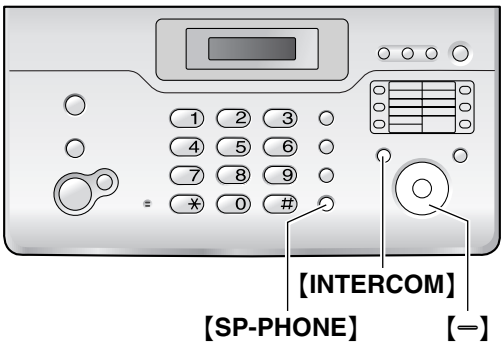
5. Select “**Repeater Mode**”, then press 【▶】.
6. Select “**On**” or “**Off**” (default), then press 【▶】.
7. Press 【✂⏻】.

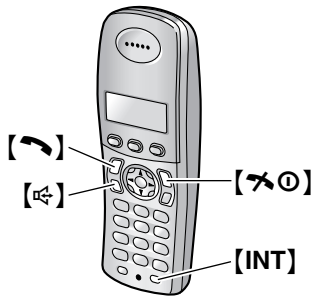
Note:

- After turning repeater mode ON/OFF, you will not be able to make or receive calls for a few moments.

10.3 Intercom

Intercom calls can be made between cordless handsets/base unit in the same radio cell, but not in different radio cells.





10.3.1 Between cordless handsets

Example: When cordless handset 1 calls cordless handset 2

1. **Cordless handset 1:**
   Press 【INT】 and 【2】 (desired cordless handset number).
   - The cordless handset 2 will ring.
2. **Cordless handset 2:**
   Press 【✆】 or 【🔊】 to answer.
3. When finished talking, press 【✂⏻】.

10.3.2 Between a cordless handset and the base unit

Example: When cordless handset 1 calls the base unit

1. **Cordless handset 1:**
   Press 【INT】, then press 【0】.
   - The base unit will ring.
2. **Base unit:**
   Press 【INTERCOM】, 【SP-PHONE】 or lift the handset to answer.

3. **Cordless handset 1:**
   When finished talking, press 【✂⏻】 or place the cordless handset on the charger.
   Base unit:
   When finished talking, press 【SP-PHONE】, 【INTERCOM】 or replace the handset.

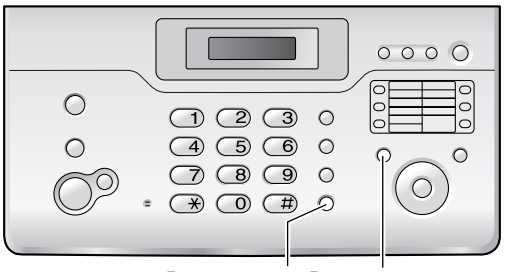
Example: When the base unit calls cordless handset 1

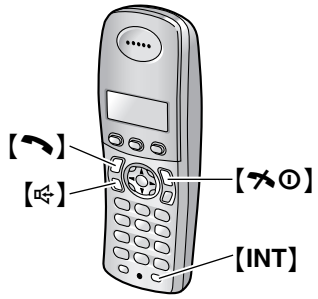
1. **Base unit:**
   Press 【INTERCOM】, then press 【1】 (desired cordless handset number).
   - The cordless handset 1 will ring.
   - To page all cordless handsets, press 【0】. You can talk with the cordless handset user who answers first.
   - To stop paging, press 【INTERCOM】 again.
2. **Cordless handset 1:**
   Press 【INT】, 【📞】 or 【🔊】 to answer.
3. **Base unit:**
   When finished talking, press 【SP-PHONE】, 【INTERCOM】 or replace the handset.
   Cordless handset 1:
   When finished talking, press 【✂⏻】.

   Note:
   - If the cordless handset user has difficulty hearing the base unit user, ask the base unit user to decrease the speaker volume by pressing 【−】.

10.4 Transferring calls / Conference calls

Outside calls can be transferred to the base unit or to a cordless handset.
2 people can have a conference call with an outside party.





10.4.1 From a cordless handset to the base unit

Example: When cordless handset 1 transfers a call to the base unit

1. **Cordless handset 1:**
   During an outside call, press 【INT】 and 【0】 to page the base unit.
   - The outside call will be put on hold.
   - If there is no answer, press 【INT】 to return to the outside call.
2. **Base unit:**
   Press 【INTERCOM】, 【SP-PHONE】 or lift the handset to answer.
   - The base unit user can talk with cordless handset 1 user.
3. **Cordless handset 1:**
   To complete the call transfer, press 【✂⏻】.
   To establish a conference call, press 【3】.

To transfer a call without speaking to the base unit user

After step 1, press 【↖⏻】 on the cordless handset 1.

If the transferred call is not answered within 60 seconds, the cordless handset 1 will ring again. Press 【INT】 to return to the outside call.

10.4.2 From the base unit to a cordless handset

Example: When the base unit transfers a call to cordless handset 1

1. **Base unit:**
   During an outside call, press 【INTERCOM】 and 【1】 (desired cordless handset number) to page the cordless handset.
   - The outside call will be put on hold.
   - If there is no answer, press 【INTERCOM】 to return to the outside call.
2. **Cordless handset 1:**
   Press 【INT】, 【↘】 or 【🔊】 to answer.
3. **Base unit:**
   To complete the call transfer, press 【SP-PHONE】 or replace the handset.
   To establish a conference call, press 【3】.

To transfer a call without speaking to the cordless handset 1 user

After step 1, press 【SP-PHONE】 or replace the handset.

If the transferred call is not answered within 60 seconds, the base unit will ring again. Press 【INTERCOM】 to return to the outside call.

10.4.3 Between cordless handsets

Example: When cordless handset 1 transfers a call to cordless handset 2

1. **Cordless handset 1:**
   During an outside call, press 【INT】 and 【2】 (desired cordless handset number).
   - The outside call will be put on hold.
   - If there is no answer, press 【INT】 to return to the outside call.
2. **Cordless handset 2:**
   Press 【INT】, 【↘】 or 【🔊】 to answer.
   - Cordless handset 2 can talk with cordless handset 1.
3. **Cordless handset 1:**
   To complete the call transfer, press 【↖⏻】.
   To establish a conference call, press 【3】.

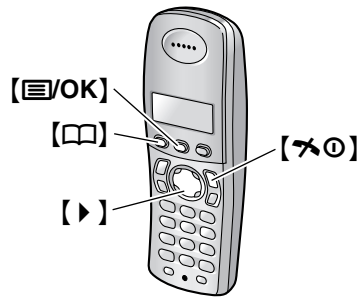
To transfer a call without speaking to the cordless handset 2 user

After step 1, press 【↖⏻】 on the cordless handset 1.

If the transferred call is not answered within 60 seconds, the cordless handset 1 will ring again. Press 【INT】 to return to the outside call.

10.5 Copying cordless handset phonebook items

Phonebook items (page 28) can be copied from the cordless handset to the phonebook of another cordless handset.



Copying a stored item

1. Find the desired item (page 28), then press 【/OK】.
2. Select "Copy", then press 【】.
3. Enter the cordless handset number you wish to send the item to.
4. To continue copying another item, select "Yes", then press 【】. Find the desired item, then press 【】.
   - To finish copying, select "No", then press 【】.
5. Press 【】.

Copying all stored items

1. Press 【】, then press 【/OK】.
2. Select "Copy All", then press 【】.
3. Enter the cordless handset number you wish to send the items to.
   - When all items have been copied, "Completed" is displayed.
4. Press 【】.

Note:

- If the other cordless handset (the receiver) is not in standby mode, "Failed" is displayed on your cordless handset (the sender).
- If copying failed after copying at least 1 item, "Incomplete" is displayed on your cordless handset (the sender).

11.1 Available character entries for the cordless handset

The cordless handset dial keys are used to enter characters and numbers. Each dial key has multiple characters assigned to it. The available character entry modes are, Alphabet, Numeric, Greek, Extended 1, Extended 2, and Cyrillic. When in Alphabet (ABC), Greek (ΑΒΓ), Extended 1 (AÄÅ), Extended 2 (SŚŠ), or Cyrillic (АБВ) character entry modes, you can select which character is entered by pressing a dial key repeatedly.

- When the cordless handset displays the character entry screen:
  - Press **【◀】** or **【▶】** to move the cursor.
  - Press dial keys to enter characters and numbers.
  - Press **【C/⊠】** to erase the character or number highlighted by the cursor. Press and hold **【C/⊠】** to erase all characters or numbers.
  - Press **【✳】** to switch between uppercase and lowercase.
  - To enter another character located on the same dial key, press **【▶】** to move the cursor to the next space, then press the appropriate dial key.

11.1.1 Character entry modes

Several character entry modes are available. When the cordless handset displays the character entry screen, press **【📖】**, then select a character entry mode, and press **【▶】**. The default mode is Alphabet.

Alphabet character table (ABC)

0	1	ABC 2	DEF 3	GHI 4	JKL 5	MNO 6	PQRS 7	TUV 8	WXYZ 9
Space 0	Space # & ' ( ) ✳ , - . / 1	A B C 2	D E F 3	G H I 4	J K L 5	M N O 6	P Q R S 7	T U V 8	W X Y Z 9
		a b c 2	d e f 3	g h i 4	j k l 5	m n o 6	p q r s 7	t u v 8	w x y z 9

Numeric entry table (0-9)

0	1	ABC 2	DEF 3	GHI 4	JKL 5	MNO 6	PQRS 7	TUV 8	WXYZ 9
0	1	2	3	4	5	6	7	8	9

Greek character table (ΑΒΓ)

0	1	ABC 2	DEF 3	GHI 4	JKL 5	MNO 6	PQRS 7	TUV 8	WXYZ 9
Space 0	Space # & ' ( ) ✳ , - . / 1	A B Γ 2	Δ E Z 3	H Θ I 4	K Λ M 5	N Ξ O 6	Π P Σ 7	T Y Φ 8	X Ψ Ω ϒ 9

Extended 1 character table (AÄÅ)

0	1	ABC 2	DEF 3	GHI 4	JKL 5	MNO 6	PQRS 7	TUV 8	WXYZ 9
Space 0	Space # & ' ( ) ✳ , - . / 1	A À Á Â Ã Ä Å Æ B C Ç 2	D E È É Ê Ë Ẽ F 3	G Ğ H I Ì Í Î Ï Ĩ İ Ǐ 4	J K L 5	M N Ñ O Ò Ó Ô Õ Ö ø 6	P Q R S Ș ß 7	T U Ù Ú Û Ü Ũ V 8	W Ŵ X Y ŷ Z 9
		a à á â ã ä å æ b c ç 2	d e è é ê ë ẽ f 3	g ğ h i ì í î ï ĩ ı ǐ 4	j k l 5	m n ñ o ò ó ô õ ö ø 6	p q r s ș ß 7	t u ù ú û ü ũ v 8	w ŵ x y ŷ z 9

- The following are used for both uppercase and lowercase:

  ø Ş Ŵ ŷ

Extended 2 character table (SŚŠ)

0	1	ABC 2	DEF 3	GHI 4	JKL 5	MNO 6	PQRS 7	TUV 8	WXYZ 9
Space 0	Space # & ' ( ) ∗ , - . / 1	A Á Ä Ą B C Ć Č 2	D Ď E É Ę Ě F 3	G H I Í 4	J K L Ł Ĺ Ľ 5	M N Ń Ň O Ó Ö Ő 6	P Q R Ŕ Ř S Ś Š 7	T Ť U Ú Ü Ű ů V 8	W X Y ỳ Ý Z Ź Ż Ž 9
		a á ä Ą b c Ć Č 2	d ď e é Ę ě f 3	g h i í 4	j k I Ł Ĺ Ľ 5	m n Ń ň o ó ö ő 6	p q r Ŕ ř s Ś Š 7	t ť u ú ü ű ů v 8	w x y ỳ ý z Ź Ż Ž 9

- The following are used for both uppercase and lowercase:

  Ą Ć Č Ę Ł Ĺ Ľ Ń Ŕ Ś Š ů ỳ Ź Ż Ž

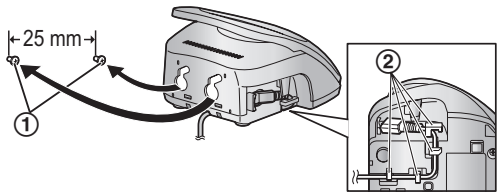
Cyrillic character table (АБВ)

0	1	ABC 2	DEF 3	GHI 4	JKL 5	MNO 6	PQRS 7	TUV 8	WXYZ 9
Space 0 Ґ Є I Ї Ў	Space # & ' ( ) ∗ , - . / 1	А Б В Г 2	Д Е Ж З 3	И Й К Л 4	М Н О П 5	Р С Т У 6	Ф Х Ц Ч 7	Ш Щ Ъ Ы 8	Ь Э Ю Я 9

11.2 Wall mounting the charger

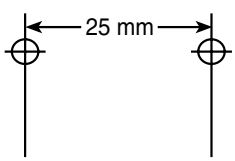
1 Connect the AC adaptor.

2 Drive the screws (①) into the wall using the wall template as a guide, then mount the charger securely on the screws.
- Fasten the AC adaptor cord around the hooks (②) to prevent it from being disconnected.



Note:
- Make sure the screws are securely fastened to the wall.

Wall template for charger



12.1 Error messages – Reports

If a problem occurs during fax transmission or reception, one of the following messages will be printed on the sending and journal reports (page 40).

Message	Code	Cause & Solution
COMMUNICATION ERROR	40-42 46-72 FF	• A transmission or reception error occurred. Try again or check with the other party.
	43 44	• A line problem occurred. Connect the telephone line cord to a different jack and try again. • An overseas transmission error occurred. Try using the overseas mode (feature #23 on page 63).
DOCUMENT JAMMED	-----	• The document is jammed. Remove the jammed document (page 94).
ERROR-NOT YOUR UNIT	54 59 70	• A transmission or reception error occurred because of a problem with the other party's fax machine. Check with the other party.
JUNK FAX PROH. REJECT	-----	• The fax was rejected by the junk fax prohibitor feature (page 51).
MEMORY FULL	-----	• The memory is full of received documents due to a lack of recording paper or a recording paper jam. Install paper (page 9) or clear the jammed paper (page 93).
NO DOCUMENT	-----	• The document was not fed into the unit properly. Re-insert it and try again.
OTHER FAX NOT RESPONDING	-----	• The other party's fax machine is busy or has run out of recording paper. Try again. • The other party's fax machine rings too many times. Send the fax manually (page 40). • The other party's machine is not a fax machine. Check with the other party. • The number you dialled is not in service.
PRESSED THE STOP KEY	-----	• **【STOP】** was pressed, and fax transmission or reception was cancelled.
OK	-----	• Fax transmission or reception was successful.

12.2 Error messages – Base unit display

If the unit detects a problem, one or more of the following messages will appear on the display.

Display	Cause & Solution
"BUSY"	• The cordless handset is in use. • The cordless handset you are calling is too far from the base unit.
"CALL SERVICE" "CALL SERVICE 2"	• There is something wrong with the unit. Contact our service personnel.
"CHECK DOCUMENT"	• The document was not fed into the unit properly. Re-insert the document. If misfeeding occurs frequently, clean the document feeder rollers (page 94) and try again. • Attempted to send a document longer than 600 mm. Press **【STOP】** to remove the document. Divide the document into two or more sheets and try again.
"CHECK MEMORY"	• Memory (telephone numbers, parameters, etc.) has been erased. Re-program.
"COVER OPEN" "CHECK PAPER"	• The cover is open. Close it and press **【FAX/START】** to clear the message. • The unit has run out of recording paper. Install recording paper (page 9) and press **【FAX/START】** to clear the message.
"FAX IN MEMORY"	• The unit has a document in memory. See the other displayed message instructions to print out the document. For fax memory capacity, see page 98.
"FAX MEMORY FULL"	• The memory is full of received documents due to a lack of recording paper or a recording paper jam. Install paper (page 9) or clear the jammed paper (page 93). • When performing broadcast transmission, the document being stored exceeded the memory capacity of the unit. Send the entire document manually.
"MEMORY FULL"	• There is no space to store new items in the base unit phonebook. Erase unnecessary items (page 30).
"MESSAGE FULL"	• There is no memory available to record voice messages. Erase unnecessary messages (page 55).
"MODEM ERROR"	• There is something wrong with the unit's modem. Contact our service personnel.
"NO FAX REPLY"	• The other party's fax machine is busy or has run out of recording paper. Try again.
"PAPER JAMMED"	• A recording paper jam occurred. Clear the jammed paper (page 93).
"PLEASE WAIT"	• The unit is checking and initializing the paper cutter. Wait for a moment while the check is completed.
"POLLING ERROR"	• The other party's fax machine does not support polling. Check with the other party.
"REDIAL TIME OUT"	• The other party's fax machine is busy or has run out of recording paper. Try again.

Display	Cause & Solution
"REMOVE DOCUMENT"	• The document is jammed. Remove the jammed document (page 94). • Press 【STOP】 to eject the jammed document.
"SERIAL ERROR"	• There is something wrong with the unit and the base unit will not work. Contact our service personnel.
"SYSTEM IS BUSY"	• The system is busy. Replace the handset or stop using speakerphone, then try again.
"TRANSMIT ERROR"	• A transmission error occurred. Try again.
"UNIT OVERHEATED"	• The unit is too hot. Stop using the unit for a while and let the unit cool down.

12.3 When a function does not work, check here

If you still have difficulties after following the instructions in this section, reset the unit. Disconnect the power cord and turn OFF the cordless handset. Reconnect the power cord and turn ON the cordless handset.

12.3.1 Initial settings

Problem	Cause & Solution
I cannot hear a dial tone.	• The telephone line cord is connected to the **[EXT]** jack on the unit. Connect to the **[LINE]** jack (page 7). • If you use a splitter to connect the unit, remove the splitter and connect the unit to the wall jack directly. If the unit operates properly, check the splitter. • Disconnect the unit from the telephone line and connect a known working telephone. If the working telephone operates properly, contact our service personnel to have the unit repaired. If the working telephone does not operate properly, contact your telephone company. • The power cord or telephone line cord is not connected. Check the connections. • If you connected the fax machine through a computer modem, connect the fax machine directly to a telephone line jack.
I cannot make calls.	• The dialling mode setting may be wrong. Change the setting (page 19).
The unit does not ring.	• The night mode feature is turned ON. Turn it OFF (page 33). • The ringer volume is turned OFF. Adjust it (page 18).

12.3.2 General

Problem	Cause & Solution
The other party complains they only hear a fax tone and cannot talk.	• FAX ONLY mode is set. Tell the other party the number is only used for faxes. • Change the receiving mode to TAM/FAX mode (page 49), TEL mode (page 47) or TEL/FAX mode (page 48).
The 【REDIAL/PAUSE】 button does not function properly.	• If this button is pressed during dialling, a pause will be inserted. If pressed immediately after a dial tone is obtained, the last number dialled will be redialled.
The receiving mode does not function properly.	• The Distinctive Ring is set (feature #31 on page 52).
During programming, I cannot enter the code or ID number.	• All or part of the numbers are the same as another code or ID. Change the number: – remote operation ID: feature #11 on page 62. – fax activation code: feature #41 on page 64.
The speakerphone is not working.	• Use the speakerphone in a quiet room. • If you have difficulty hearing the other party, adjust the volume.
The base unit beeps.	• The recording paper has run out. Press **【STOP】** to stop the beeps and install recording paper. • The unit has recorded new voice messages. Press **【STOP】** to stop the beeps and listen to the recorded messages (page 55, 56).

Problem	Cause & Solution
I cannot page a cordless handset or base unit.	• The called cordless handset is too far from the base unit. • The called unit is in use. Try again later.
Caller information is not displayed.	• You have not subscribed to Caller ID service. • The caller requested not to send his/her information. • Depending on the service of the local telephone company, caller information may not be displayed on the cordless handset in TEL/FAX mode. In this case, change the TEL/FAX ring setting to 1 (feature #78 on page 66).
While viewing caller information, the display returns to standby mode.	• Do not pause for over 1 minute on the cordless handset or 3 minutes on the base unit while searching.

12.3.3 Cordless handset

Problem	Cause & Solution
The cordless handset does not work.	• Make sure that the batteries are installed correctly (page 6). • Fully charge the batteries (page 8). • Clean the charge contacts and charge again (page 8). • Turn the cordless handset power OFF, then ON (page 18). • Check that the power cord is connected properly. • The cordless handset has not been registered to the base unit. Register the cordless handset (page 75). • Re-install the batteries (page 6) and fully charge them.
The cordless handset display is blank.	• The cordless handset is not turned ON. Turn the power ON (page 18).
The cordless handset will not turn ON.	• Make sure that the batteries are installed correctly (page 6). • Fully charge the batteries (page 8). • Clean the charge contacts and charge again (page 8).
Y is flashing.	• The cordless handset is not registered to the base unit. Register it (page 75). • The cordless handset is too far from the base unit. Move closer. • The power cord is not connected. Check the connections. • You are using the cordless handset or base unit in an area with high electrical interference. Locate the cordless handset and base unit away from interference sources, such as antenna and mobile phones.
The cordless handset does not ring.	• The night mode feature is turned ON. Turn it OFF (page 33). • The ringer volume is turned OFF. Adjust it (page 18).
The batteries should be charging but the battery icon does not change.	• Clean the charge contacts and charge again (page 8). • The AC adaptor is disconnected. Plug in the AC adaptor.
A busy tone is heard when [ ] is pressed.	• The cordless handset is too far from the base unit. Move closer and try again. • The base unit or another cordless handset is on an outside call. Wait for the other user to complete the call.
Static, sound cuts in/out, fades. Interference from other electrical units.	• Move the cordless handset and the base unit away from other electrical appliances. • Move closer to the base unit.

Problem	Cause & Solution
Noise is heard during a call.	• You are using the handset or base unit in an area with high electrical interference. Locate the handset and base unit away from interference sources, such as antenna and mobile phones.
The cordless handset stops working while being used.	• Disconnect the power cord and turn OFF the cordless handset to reset the unit. Connect the power cord, turn ON the cordless handset and try again.
While storing an item in the phonebook or assigning a one touch dial, the cordless handset starts to ring.	• To answer a call, press 【 】 or 【 】. Storing will be cancelled. Store the name and number again.
I assigned a phonebook item to a desired category, but category ring tones will not sound.	• You must subscribe to Caller ID service.
I cannot redial by pressing 【 】.	• If the last number dialled was more than 24 digits long, the number will not be redialled correctly. Redial the number manually.
flashes or the cordless handset beeps intermittently while it is in use.	• Fully charge the batteries (page 8).
I fully charged the batteries, but still flashes.	• Clean the charge contacts and charge again (page 8). • It is time to replace the batteries (page 6).
I cannot receive documents using the cordless handset.	• The memory is full of received documents due to a lack of recording paper or a recording paper jam. Install paper (page 9) or clear the jammed paper (page 93).
I cannot make a call with the cordless handset.	• The call bar feature is set. Turn it OFF (page 71). • You dialled a call restricted number. Remove the number from the call restricted list (page 73). • The key lock feature is turned ON. Turn it OFF (page 25).
I cannot register a cordless handset to a base unit.	• The maximum number of base units are already registered to the cordless handset. Cancel unused base unit registrations from the cordless handset (page 76). • The maximum number of cordless handsets are already registered to the base unit. Cancel unused cordless handset registrations from the base unit (page 76). • You entered the wrong PIN. If you forget your PIN, consult your nearest Panasonic service centre. • Locate the cordless handset and the base unit away from other electrical appliances.

12.3.4 Fax – sending

Problem	Cause & Solution
I cannot send documents.	• The telephone line cord is connected to the **[EXT]** jack on the unit. Connect to the **[LINE]** jack (page 7). • The other party's fax machine is busy or has run out of recording paper. Try again. • The other party does not have a fax machine. Check with the other party. • The other party's fax machine failed to answer the fax automatically. Send the fax manually (page 40).
I cannot send a fax overseas.	• Use the overseas transmission mode of feature #23 (page 63). • Add two pauses at the end of the telephone number or dial manually.
The other party complains that letters on their received document are distorted or not clear.	• If your line has special telephone services such as call waiting, the service may have been activated during fax transmission. Connect the unit to a line that does not have these services. • Another telephone on the same line is off the hook. Hang up the telephone and try again. • Try copying the document. If the copied image is clear, there may be something wrong with the other party's machine. • Adjust the scan contrast using feature #58 (page 65).
The other party complains that black lines, white lines or smudges appear on their received document.	• The scanner glass, white plate or rollers are dirty with correction fluid, etc. Clean them (page 94). Please do not insert a document before correction fluid has dried completely.

12.3.5 Fax – receiving

Problem	Cause & Solution
I cannot receive documents.	• The memory is full of received documents due to a lack of recording paper or a recording paper jam. Install paper (page 9) or clear the jammed paper (page 93). • The telephone line cord is connected to the **[EXT]** jack on the unit. Connect to the **[LINE]** jack (page 7).
I cannot receive documents automatically.	• The receiving mode is set to TEL mode. Change the receiving mode to TAM/FAX mode (page 49), FAX ONLY mode (page 50) or TEL/FAX mode (page 48). • The time taken to answer the call is too long. Decrease the number of rings before the unit answers a call (feature #06 on page 62). • The greeting message is too long. Record a shorter message (page 54).
The display shows "CONNECTING.....", but faxes are not received.	• The receiving mode is set to FAX ONLY mode and the incoming call is not a fax. Change the receiving mode to TEL mode (page 47), TAM/FAX mode (page 49) or TEL/FAX mode (page 48).
A blank sheet is ejected.	• The recording paper is not installed correctly. Make sure that the shiny side of the paper is facing down and re-install the paper (page 9). • The other party placed the document in their fax machine the wrong way. Check with the other party.

Problem	Cause & Solution
The printing quality is poor.	● The thermal head is dirty. Clean it (page 95). ● Adjust the print contrast using feature #59 (page 65). ● If documents can be copied properly, the unit is working normally. The other party may have sent a faint document or there may be something wrong with the other party's machine. Ask them to send a clearer copy of the document or to check their fax machine.
The other party complains that they cannot send a document.	● The receiving mode is set to TEL mode. Receive the document manually (page 47) or change the receiving mode to TAM/FAX mode (page 49) or FAX ONLY mode (page 50). ● The memory is full of received documents due to a lack of recording paper or a recording paper jam. Install paper (page 9) or clear the jammed paper (page 93).
I cannot select the desired receiving mode.	● If you want to set TAM/FAX or FAX ONLY mode, set the desired mode using feature #77 (page 65), and press **【AUTO ANSWER】** repeatedly to select the desired mode. ● If you want to set TEL mode or TEL/FAX mode, set the desired mode using feature #73 (page 65), and press **【AUTO ANSWER】** repeatedly to select TEL mode. ● The Distinctive Ring of feature #31 is activated (page 52).
When an extension telephone is connected, I cannot receive documents by pressing 【✳】【✳】【✳】【9】.	● You must set remote fax activation to ON (feature #41 on page 64) beforehand. ● Press 【✳】【✳】【✳】【9】 firmly. ● The memory is full of received documents due to a lack of recording paper or a recording paper jam. Install paper (page 9) or clear the jammed paper (page 93).

12.3.6 Copying

Problem	Cause & Solution
The unit will not make a copy.	● You cannot make a copy during programming. ● You cannot make a copy during a telephone conversation.
A black line, a white line or smudge appears on the copied document.	● The scanner glass, white plate or rollers are dirty with correction fluid, etc. Clean them (page 94). Please do not insert a document before correction fluid has dried completely.
The copied document is blank.	● The recording paper is not installed correctly. Make sure that the shiny side of the paper is facing down and re-install the paper (page 9).
The copied image is distorted.	● Adjust the width of the document guides to fit the actual size of the document.
The printing quality is poor.	● The thermal head is dirty. Clean it (page 95). ● Adjust the print contrast using feature #59 (page 65).

12.3.7 Answering machine

Problem	Cause & Solution
The answering machine is turned ON, but caller messages are not recorded.	● The recording time is set to "**GREET ONLY**". Select "**1 MINUTE**" or "**3 MINUTES**" (feature #10 on page 62). ● The message memory is full. Erase unnecessary messages (page 55).

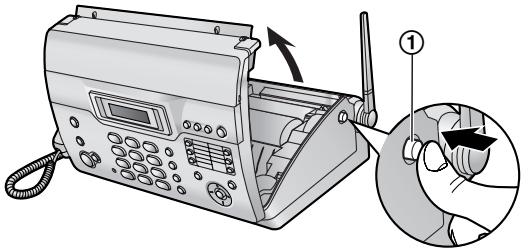
Problem	Cause & Solution
I cannot operate the answering machine with the cordless handset.	• Another user is using the answering machine, accessing the Caller ID list or on an outside call. Wait for the other user to finish. • A caller is leaving a message. Wait for the caller to finish. • The cordless handset is too far from the base unit. Move closer.
I cannot retrieve recorded messages from a remote location.	• Activate the remote operation feature by setting the remote operation ID beforehand (feature #11 on page 62). • Press the remote operation ID correctly and firmly (page 59). • The unit is not in TAM/FAX mode. Change to TAM/FAX mode (page 49).
The other party complains that they cannot leave a voice message.	• The memory is full. Erase unnecessary messages (page 55). • The recording time is set to "**GREET ONLY**". Select "**1 MINUTE**" or "**3 MINUTES**" (feature #10 on page 62).
While recording a greeting message or listening to messages, the unit rings and recording stops.	• A call is being received. Answer the call and try again later.

12.3.8 If a power failure occurs

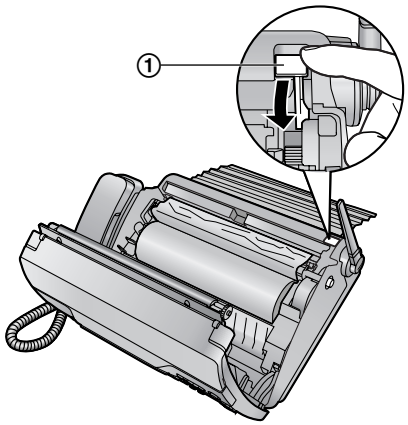
- The unit will not function.
- The unit is not designed for making emergency telephone calls when the power fails. Alternative arrangements should be made for access to emergency services.
- Fax transmission and reception will be interrupted.
- If delayed transmission (feature #25 on page 63) is programmed and power failure prevents the document from being sent at the set time, the transmission may be cancelled.
- If any fax documents are stored in the memory, they will be lost. When power is restored, a power down report will be printed stating which documents in memory have been erased.
- The date and time setting may be lost. If the correct date and time is not displayed or ◷ appears on the base unit display after the power has been restored, set the date and time again (page 20).

12.4 Recording paper jams

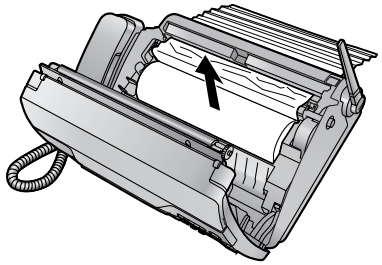
1 Open the top cover by pressing the top cover release button (①).



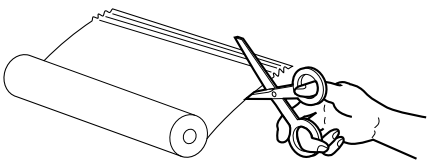
2 Pull the cutter release lever (①) forward.
- The paper cutter will be released.



3 Remove the recording paper.



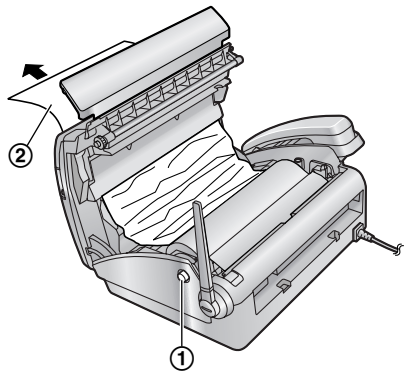
4 Cut off the wrinkled portion.



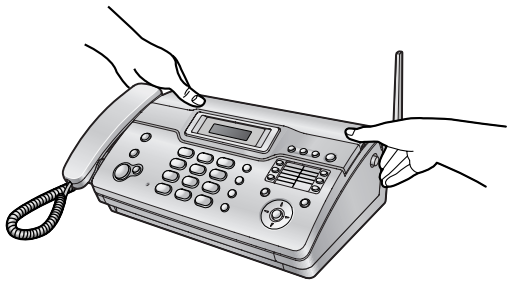
5 Install the recording paper and close the top cover securely by pushing down on both sides (see page 9 for details).

12.5 Document jams – sending

1 Open the top cover by pressing the top cover release button (①) and remove the jammed document carefully (②).



2 Close the top cover securely by pushing down on both sides.



Note:

- Do not pull out the jammed paper forcibly before opening top cover.

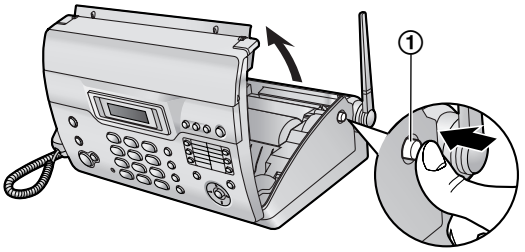
12.6 Document feeder / scanner glass cleaning

Clean the document feeder when:

– Documents frequently misfeed.
– Smudges or black/white lines appear on the document when sending or copying.

1 Disconnect the power cord and the telephone line cord.

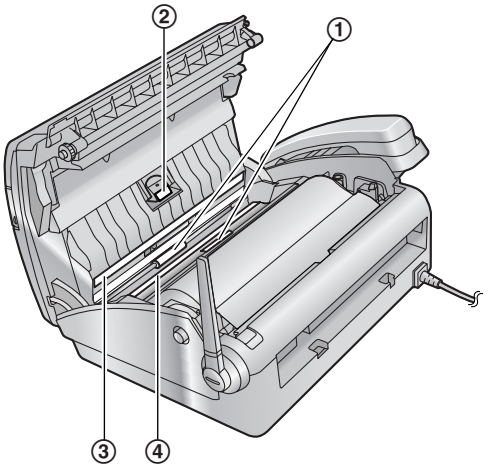
2 Open the top cover by pressing the top cover release button (①).



3 Clean the document feeder rollers (①) and rubber flap (②) with a cloth moistened with isopropyl rubbing alcohol, and let all parts dry thoroughly. Clean the white plate (③) and scanner glass (④) with a soft and dry cloth.

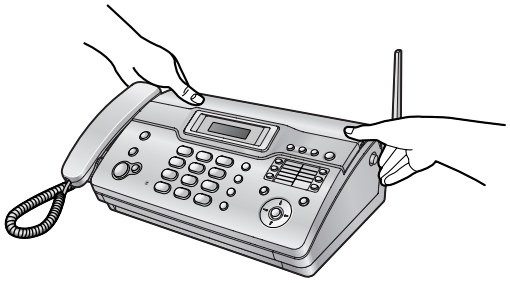
Caution:

- **Do not use paper products, such as paper towels or tissues.**



4 Connect the power cord and the telephone line cord.

5 Close the top cover securely by pushing down on both sides.

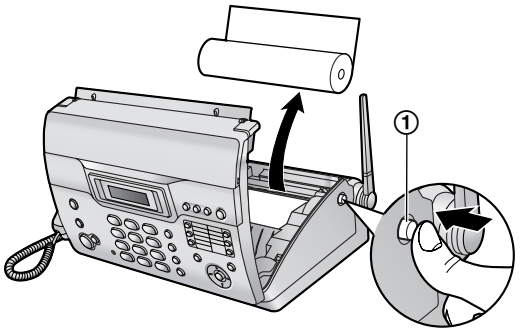


12.7 Thermal head cleaning

If smudges or black/white lines appear on a copied/received document, check whether there is dust on the thermal head. Clean it to remove the dust.

1 Disconnect the power cord and the telephone line cord.

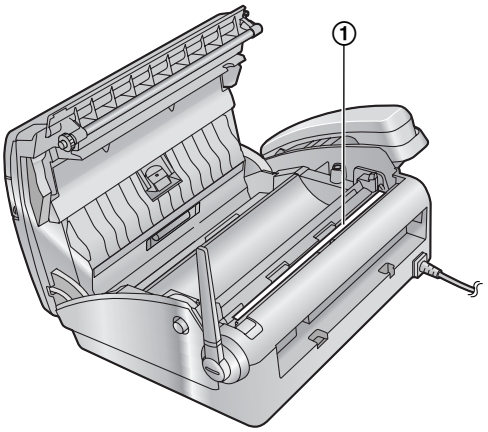
2 Open the top cover by pressing the top cover release button (①) and remove the recording paper.



3 Clean the thermal head (①) with a cloth moistened with isopropyl rubbing alcohol, and let all parts dry thoroughly.

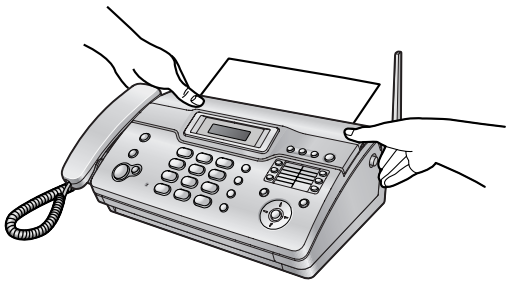
Caution:

- **To prevent a malfunction due to static electricity, do not use a dry cloth and do not touch the thermal head directly.**



4 Connect the power cord and the telephone line cord.

5 Install the recording paper and close the top cover securely by pushing down on both sides (see page 9 for details).



13.1 Reference lists and reports (Base unit only)

You can print out the following lists and reports for your reference.

"SETUP LIST":
provides you with the current settings of the base unit programming features (page 62 to page 66).

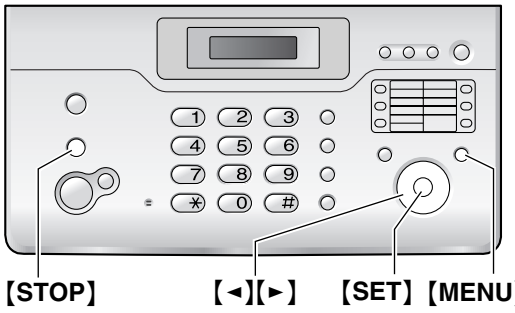
"TEL NO. LIST":
provides you with names and numbers which are stored in the base unit phonebook and one-touch dial feature.

"JOURNAL REPORT":
keeps records of fax transmission and reception. This report can be printed automatically after every 30 fax communications (feature #22 on page 63).

"PRINTER TEST":
allows you to check the print quality of your unit. If the test print has a smudge, or blurred points or lines, clean the thermal head (page 95).

"BROADCAST LIST":
provides you with names and numbers which are stored in the broadcast memory (page 43).

"CALLER ID LIST":
keeps records of the last 30 callers after subscribing to a Caller ID service. To print automatically after every 30 callers, activate feature #26 (page 63).



1 Press 【MENU】 repeatedly to display "PRINT REPORT".

2 Press 【◄】 or 【►】 repeatedly to display the desired item.

3 Press 【SET】 to start printing.
- To stop printing, press 【STOP】 2 times.

4 Press 【MENU】.

13.2 Specifications

13.2.1 Base unit

■ **Applicable lines:**
Public Switched Telephone Network

■ **Document size:**
Max. 216 mm in width, Max. 600 mm in length

■ **Effective scanning width:**
208 mm

■ **Recording paper size:**
216 mm × max. 30 m roll

■ **Effective printing width:**
208 mm

■ **Transmission time*1:**
Approx. 15 s/page (Original mode)*2

■ **Scanning density:**
Horizontal: 8 pels/mm
Vertical: 3.85 lines/mm – in standard resolution, 7.7 lines/mm – in fine/photo resolution, 15.4 lines/mm – in super fine resolution

■ **Photo resolution:**
64-level

■ **Scanner type:**
Contact Image Sensor

■ **Printer type:**
Thermal printing

■ **Data compression system:**
Modified Huffman (MH), Modified READ (MR)

■ **Modem speed:**
9,600 / 7,200 / 4,800 / 2,400 bps; Automatic Fallback

■ **Operating environment:**
5 °C – 35 °C, 20 % – 80 % RH (Relative Humidity)

■ **Dimensions:**
Approx. height 121 mm × width 364 mm × depth 224 mm

■ **Mass (Weight):**
Approx. 2.8 kg

■ **Power consumption:**
Standby: Approx. 2.0 W
Transmission: Approx. 13 W
Reception: Approx. 30 W (When receiving a 20 % black document)
Copy: Approx. 35 W (When copying a 20 % black document)
Maximum: Approx. 110 W (When copying a 100 % black document)

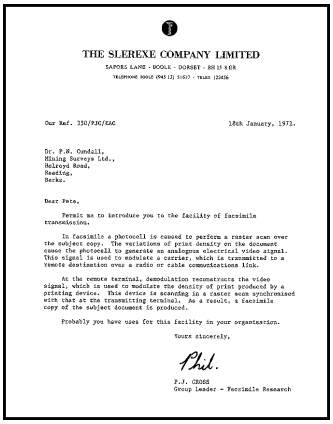
■ **Power supply:**
220 V – 240 V AC, 50/60 Hz

■ **Fax memory capacity*3:**
Approx. 28 pages of memory transmission/reception
(Based on the ITU-T No. 1 Test Chart in standard resolution, with original mode.)

■ **Voice memory capacity*4:**
Approx. 15 minutes of recording time

*1 Transmission speed depends upon the contents of the pages, resolution, telephone line conditions and capability of the other party's machine.
*2 Transmission speed is based upon the ITU-T No. 1 Test Chart with original mode. If the capability of the other party's machine is inferior to your unit, the transmission time may be longer.
*3 If an error occurs during fax reception, such as a paper jam or if the recording paper runs out, the fax and subsequent faxes will be retained in memory.
*4 Recording time may be reduced by the calling party's background noise.

ITU-T No. 1 Test Chart



THE SLEREXE COMPANY LIMITED

SAPORS LANE · BOOLE · DORSET · BH25 8ER

TELEPHONE BOOLE (0945 13) 51617 · TELEX 123456

Our Ref. 350/PJC/EAC 18th January, 1973.

Dr. P.M. Cundall,
Mining Surveys Ltd.,
Holroyd Road,
Reading,
Berks.

Dear Pete,

Permit me to introduce you to the facility of facsimile transmission.

In facsimile a photocell is caused to perform a raster scan over the subject copy. The variations of print density on the document cause the photocell to generate an analogous electrical video signal. This signal is used to modulate a carrier, which is transmitted to a remote destination over a radio or cable communications link.

At the remote terminal, demodulation reconstructs the video signal, which is used to modulate the density of print produced by a printing device. This device is scanning in a raster scan synchronised with that at the transmitting terminal. As a result, a facsimile copy of the subject document is produced.

Probably you have uses for this facility in your organisation.

Yours sincerely,

Phil.

P.J. CROSS
Group Leader - Facsimile Research

13.2.2 Cordless handset

■ **Standard:**
DECT (Digital Enhanced Cordless Telecommunications)
GAP (Generic Access Profile)
■ **Number of channels:**
120 Duplex Channels
■ **Frequency range:**
1.88 GHz to 1.9 GHz
■ **Duplex procedure:**
TDMA (Time Division Multiple Access)
■ **Channel spacing:**
1,728 kHz
■ **Bit rate:**
1,152 kbit/s
■ **Modulation:**
GFSK
■ **RF transmission power:**
Approx. 250 mW
■ **Operating environment:**
5 °C – 40 °C, 20 % – 80 % RH (Relative Humidity)
■ **Dimensions:**
Approx. height 148 mm × width 48 mm × depth 32 mm
■ **Mass (Weight):**
Approx. 130 g

13.2.3 Charger unit

■ **Operating environment:**
5 °C – 35 °C, 20 % – 80 % RH (Relative Humidity)
■ **Dimensions:**
Approx. height 65 mm × width 85 mm × depth 94 mm
■ **Mass (Weight):**
Approx. 90 g
■ **Power supply:**
AC adaptor (220 V – 240 V AC, 50/60 Hz)

Note:

- Design and specifications are subject to change without notice.
- The pictures and illustrations in these instructions may vary slightly from the actual product.

13.3 User record

For your future reference

Date of purchase
Serial number (found on the rear of the unit)
Dealer's name and address
Dealer's telephone number

Attach your sales receipt here.

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